

For Reference

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1511

Northeastern University

DAY DIVISION

SCHOOLS OF
ARTS AND SCIENCES
BUSINESS ADMINISTRATION
ENGINEERING

1935-1936



BOSTON, MASSACHUSETTS

January, 1935

Gifts and Bequests

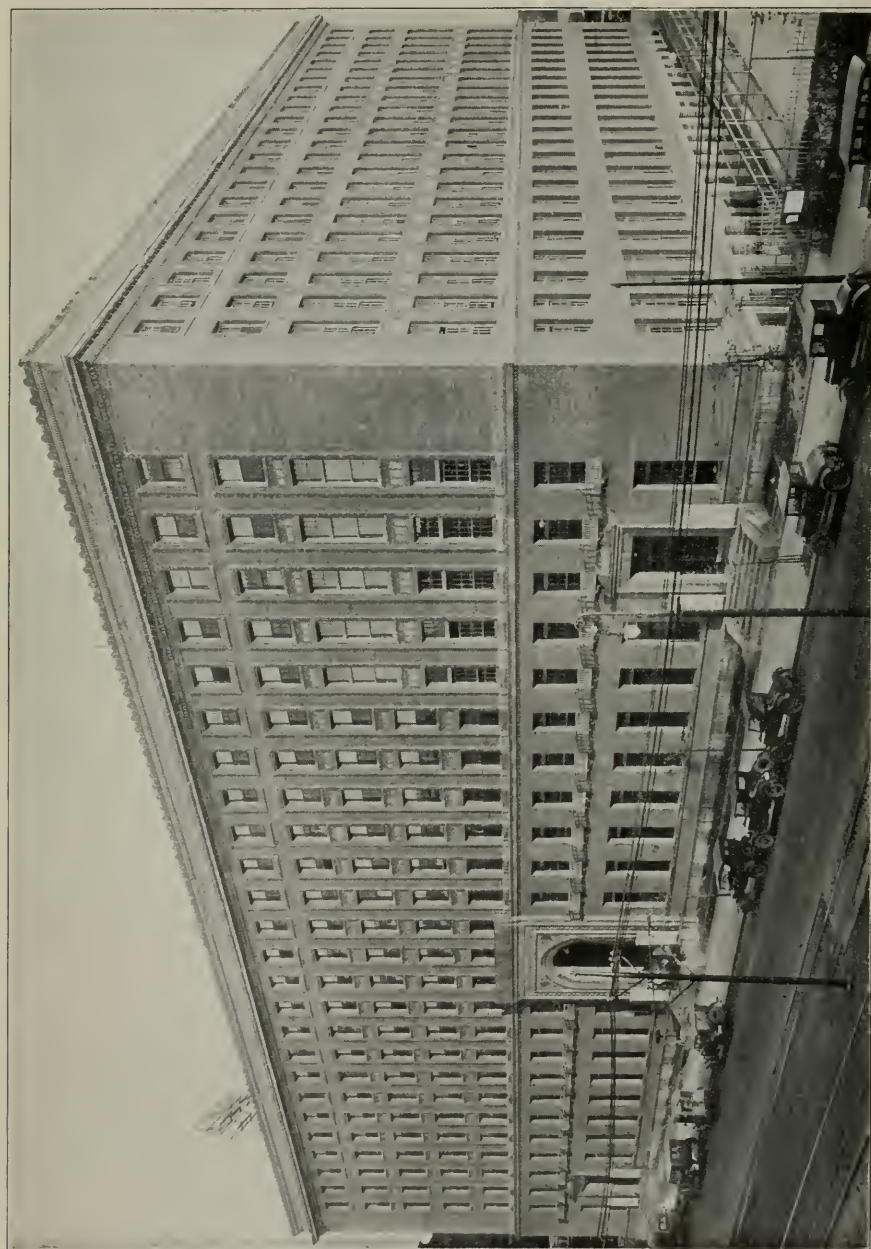
Northeastern University will welcome gifts and bequests for the following purposes:

- (a) For the completion of its Building Program.
- (b) For general endowment.
- (c) For specific purposes which may especially appeal to the donor.

While it is not necessary, it would be appreciated if those contemplating gifts or bequests would confer with the President of the University regarding the University's needs before legal papers are drawn.

Funds given to the University should be left in the following manner:

"I give and bequeath to Northeastern University of the Boston Young Men's Christian Association, an educational institution incorporated under the laws of Massachusetts and located in Boston, Massachusetts, the sum of.....dollars (\$)".



MAIN BUILDING

NORTHEASTERN UNIVERSITY

DAY DIVISION

SCHOOL OF ARTS AND SCIENCES

SCHOOL OF BUSINESS ADMINISTRATION

SCHOOL OF ENGINEERING

Conducted on the Co-operative Plan

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University Calendar

For Freshmen

1935-1936

Fall Class														Mid-Year Section													
SEPTEMBER							MARCH							SEPTEMBER							MARCH						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14	8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21	15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28	22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	29	30	31	29	30	31	29	30	31
OCTOBER							APRIL							OCTOBER							APRIL						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
...	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
6	7	8	9	10	11	12	5	6	7	8	9	10	11	6	7	8	9	10	11	12	5	6	7	8	9	10	11
13	14	15	16	17	18	19	12	13	14	15	16	17	18	12	13	14	15	16	17	18	12	13	14	15	16	17	18
20	21	22	23	24	25	26	19	20	21	22	23	24	25	19	20	21	22	23	24	25	19	20	21	22	23	24	25
27	28	29	30	31	26	27	28	29	30	26	27	28	29	30	26	27	28	29	30
NOVEMBER							MAY							NOVEMBER							MAY						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
...	1	2	1	2	1	2	1	2
3	4	5	6	7	8	9	3	4	5	6	7	8	9	3	4	5	6	7	8	9	3	4	5	6	7	8	9
10	11	12	13	14	15	16	10	11	12	13	14	15	16	10	11	12	13	14	15	16	10	11	12	13	14	15	16
17	18	19	20	21	22	23	17	18	19	20	21	22	23	17	18	19	20	21	22	23	17	18	19	20	21	22	23
24	25	26	27	28	29	30	24	25	26	27	28	29	30	24	25	26	27	28	29	30	24	25	26	27	28	29	30
...	31	31
DECEMBER							JUNE							DECEMBER							JUNE						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	7	8	9	10	11	12	13	8	9	10	11	12	13	14	7	8	9	10	11	12	13
15	16	17	18	19	20	21	14	15	16	17	18	19	20	15	16	17	18	19	20	21	14	15	16	17	18	19	20
22	23	24	25	26	27	28	21	22	23	24	25	26	27	22	23	24	25	26	27	28	21	22	23	24	25	26	27
29	30	31	28	29	30	29	30	31	28	29	30
JANUARY							JULY							JANUARY							JULY						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
...	1	2	1	2	1	2	1	2
5	6	7	8	9	10	11	5	6	7	8	9	10	11	5	6	7	8	9	10	11	5	6	7	8	9	10	11
12	13	14	15	16	17	18	12	13	14	15	16	17	18	12	13	14	15	16	17	18	12	13	14	15	16	17	18
19	20	21	22	23	24	25	19	20	21	22	23	24	25	19	20	21	22	23	24	25	19	20	21	22	23	24	25
26	27	28	29	30	31	...	26	27	28	29	30	31	...	26	27	28	29	30	31	...	26	27	28	29	30	31	...
FEBRUARY							AUGUST							FEBRUARY							AUGUST						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
...	1	1	1	1	...
2	3	4	5	6	7	8	2	3	4	5	6	7	8	2	3	4	5	6	7	8	2	3	4	5	6	7	8
9	10	11	12	13	14	15	9	10	11	12	13	14	15	9	10	11	12	13	14	15	9	10	11	12	13	14	15
16	17	18	19	20	21	22	16	17	18	19	20	21	22	16	17	18	19	20	21	22	16	17	18	19	20	21	22
23	24	25	26	27	28	29	23	24	25	26	27	28	29	23	24	25	26	27	28	29	23	24	25	26	27	28	29
...	30	31

School Sessions indicated by type — 1, 2.

Holidays, Sundays, and Vacation periods indicated by type — 1, 2.

Summer Term Review Courses for all freshmen are offered from August 17 to September 12.

University Calendar

For Upperclassmen

1935-1936

Division A

SEPTEMBER

SMTWTFSS

123456789101112131415161718192021222324252627282930

OCTOBER

SMTWTFSS

12345678910111213141516171819202122232425262728293031

NOVEMBER

SMTWTFSS

123456789101112131415161718192021222324252627282930

DECEMBER

SMTWTFSS

12345678910111213141516171819202122232425262728293031

JANUARY

SMTWTFSS

12345678910111213141516171819202122232425262728293031

FEBRUARY

SMTWTFSS

1234567891011121314151617181920212223242526272829

MARCH

SMTWTFSS

12345678910111213141516171819202122232425262728293031

APRIL

SMTWTFSS

123456789101112131415161718192021222324252627282930

MAY

SMTWTFSS

12345678910111213141516171819202122232425262728293031

JUNE

SMTWTFSS

123456789101112131415161718192021222324252627282930

JULY

SMTWTFSS

12345678910111213141516171819202122232425262728293031

AUGUST

SMTWTFSS

12345678910111213141516171819202122232425262728293031

Division B

SEPTEMBER

SMTWTFSS

123456789101112131415161718192021222324252627282930

OCTOBER

SMTWTFSS

12345678910111213141516171819202122232425262728293031

NOVEMBER

SMTWTFSS

123456789101112131415161718192021222324252627282930

DECEMBER

SMTWTFSS

12345678910111213141516171819202122232425262728293031

JANUARY

SMTWTFSS

12345678910111213141516171819202122232425262728293031

FEBRUARY

SMTWTFSS

1234567891011121314151617181920212223242526272829

MARCH

SMTWTFSS

12345678910111213141516171819202122232425262728293031

APRIL

SMTWTFSS

123456789101112131415161718192021222324252627282930

MAY

SMTWTFSS

12345678910111213141516171819202122232425262728293031

JUNE

SMTWTFSS

123456789101112131415161718192021222324252627282930

JULY

SMTWTFSS

12345678910111213141516171819202122232425262728293031

AUGUST

SMTWTFSS

12345678910111213141516171819202122232425262728293031

School Sessions indicated by type —1, 2, 3.

Holidays, Sundays, and Vacation Periods indicated by type —1, 2, 3.

Co-operative Work Sessions indicated by type —1, 2, 3.

Summer Term Review Courses for Division A are offered from June 15 to July 11.

Summer Term Review Courses for Division B are offered from August 17 to September 12.

Calendar for School Year, 1935-1936

1935

- AUGUST 28. *Wednesday*. Entrance condition examinations.
- SEPTEMBER 2. *Monday*. Labor Day. (School exercises omitted.)
- SEPTEMBER 5. *Thursday*. Registration and opening of school for Fall Freshmen. Students failing to register promptly on September 5 will be charged a late registration fee of five dollars (\$5).
- SEPTEMBER 9. *Monday*. Opening of school for Division A Upperclassmen.
- OCTOBER 12. *Saturday*. Columbus Day. (School exercises omitted.)
- OCTOBER 14. *Monday*. Opening of school for Division B Upperclassmen.
- NOVEMBER 11. *Monday*. Armistice Day. (School exercises omitted.)
- NOVEMBER 18. *Monday*. Second period begins for Division A Upperclassmen.
- NOVEMBER 27. *Wednesday*. School exercises omitted after 1 p.m.
- NOVEMBER 28. *Thursday*. Thanksgiving Day. (School exercises omitted.)
- NOVEMBER 29. *Friday*. School exercises omitted.
- NOVEMBER 30. *Saturday*. School exercises omitted.
- DECEMBER 23-28. Vacation for Fall Freshmen.
- DECEMBER 23-25. Christmas Holidays. (School exercises omitted.)
- DECEMBER 26. *Thursday*. Second period begins for Division B Upperclassmen.

1936

- JANUARY 1. *Wednesday*. New Year's Day. (School exercises omitted.)
- JANUARY 2. *Thursday*. Registration and opening of school for Midyear Freshmen. Students failing to register promptly on January 2 will be charged a late registration fee of five dollars (\$5).
- JANUARY 13. *Monday*. Second semester begins for Fall Freshmen.
- JANUARY 27. *Monday*. Third period begins for Division A Upperclassmen. Division A Juniors must have thesis subjects approved before the end of this period.
- FEBRUARY 22. *Saturday*. Washington's Birthday. (School exercises omitted.)
- MARCH 2. *Monday*. Third period begins for Division B Upperclassmen. Division B Juniors must have thesis subjects approved before the end of this period.

- APRIL 6. *Monday.* Fourth period begins for Division A Upperclassmen. Second semester begins for Mid-year Freshmen.
- APRIL 20. *Monday.* Observance of Patriot's Day. (School exercises omitted.)
- MAY 2. *Saturday.* All work must be completed by Division A Seniors.
- MAY 9. *Saturday.* School year ends for Fall Freshmen.
- MAY 11. *Monday.* Fourth period begins for Division B Upperclassmen.
- MAY 30. *Saturday.* Memorial Day. (School exercises omitted.)
- JUNE 6. *Saturday.* Field Day. (School exercises omitted.) All work must be completed by Division B. Seniors.
- JUNE 6-13. Senior Week.
- JUNE 14. *Sunday.* Baccalaureate Sermon.
- JUNE 15. *Monday.* Commencement.
Review courses or vacation begin for Division A Upperclassmen.
Summer period of Co-operative work begins for Division B Upperclassmen.
- JUNE 17. *Wednesday.* Bunker Hill Day. (School exercises omitted.)
- JULY 4. *Saturday.* Independence Day. (School exercises omitted.)
- JULY 11. *Saturday.* Review courses end for Division A Upperclassmen. School year ends for Midyear Freshmen.
- JULY 30. *Thursday.* Vacation begins for Division B Upperclassmen.
Summer period of Co-operative work begins for Division A Upperclassmen.
- AUGUST 17. *Monday.* Review Courses begin for Freshmen and Division B Upperclassmen.
- SEPTEMBER 7. *Monday.* Labor Day. (School exercises omitted.)
- SEPTEMBER 10. *Thursday.* Registration and opening of school for Freshmen.
Students failing to register promptly on September 10 will be charged a late registration fee of five dollars (\$5).
- SEPTEMBER 12. *Saturday.* Review courses end for Division B Upperclassmen and for Freshmen.
- SEPTEMBER 14. *Monday.* Opening of School Year 1936-1937.

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ASA SMALLIDGE KNOWLES, A.B. Office 57 Huntington Building	<i>Instructor in Banking and Finance</i> Res. 15 Colliston Rd., Brookline
DONALD HERSHEY MACKENZIE, S.B. Office 2 Huntington Building	<i>Instructor in Chemical Engineering</i> Res. 175 Holbrook Rd., Montclair (Quincy)
ALFRED MUDGE MCCOY, S.B. Office 2 Huntington Building	<i>Instructor in English</i> Res. 55 Elgin St., Newton Centre
JOHN CHRISTIE MORGAN, S.B. Office 350 Main Building	<i>Instructor in Co-ordination</i> Res. 47 Southgate Park, West Newton
RUDOLPH OSCAR MARTIN OBERG, S.B. Office 363 Main Building	<i>Instructor in Co-ordination</i> Res. 33 Fulton St., Dorchester
HARVEY NELSON RAYMOND, JR., S.B. Office 14 Huntington Building	<i>Instructor in Business Management</i> Res. 10 Beaufort Rd., Jamaica Plain
GERALD RUSSELL TATTON, S.B., M.B.A. Office 2 Huntington Building	<i>Instructor in Business Administration</i> Res. 132 Sheridan Ave., Medford
SAVERIO ZUFFANTI, S.B., M.A. Office 463 Main Building	<i>Instructor in Chemical Engineering</i> Res. 116 Quincy Shore Drive, No. Quincy

Health and Physical Training Staff

EDWARD SNOW PARSONS, S.B., Ed.M.	<i>Director of Health and Physical Education</i> Res. 19 Hardy Ave., Watertown
HENRY ARTHUR KONTOFF, M.D. Office 483 Beacon St., Boston	<i>School Physician</i> Res. 194 Rawson Rd., Brookline
WILLIAM CARL HULTGREN	<i>Class Work</i> Res. 18 Ward St., North Woburn
ROBERT EVERETT LAVEAGA, B.P.E.	<i>Class Work</i> Res. 91 Cross St., Belmont
ALFRED MUDGE MCCOY, S.B.	<i>Coach of Baseball, Basketball, and Football</i> Res. 55 Elgin St., Newton Centre
CLARENCE JULIUS MCINTIRE	<i>Coach of Cross Country Track</i> Res. Center St., Burlington
RAYMOND ENGLISH MILLARD	<i>Class Work</i> Res. 23 Otis Place, Newtonville
HARVEY NELSON RAYMOND, JR., S.B.	<i>Coach of Hockey</i> Res. 10 Beaufort Rd., Jamaica Plain
GERALD RUSSELL TATTON, S.B., M.B.A.	<i>Coach of Freshman Track and Football</i> Res. 132 Sheridan Ave., Medford
JOSEPH WILLIAM ZELLER, S.B.	<i>Coach of Track</i> Res. 282 Concord St., Framingham

Graduate Assistants

JOHN A. METCALF, S.B. Office 28 Huntington Building	<i>Graduate Assistant in the Dept. of Sociology</i> Res. 70 Washington Ave., Old Orchard Beach, Me.
RUDOLPH M. MORRIS, B.B.A. Office 352 Main Building	<i>Graduate Assistant to the Dean of Students</i> Res. 151 Walworth St., Roslindale
SAMUEL A. SHALHOUB, B.B.A., Office 363 Main Building	<i>Graduate Assistant to the Secretary of the Day Division</i> Res. 10 De Soto Road, West Roxbury
ALEXANDER F. SHERYS, B.Ch.E. Office 30 Huntington Building	<i>Graduate Assistant in the Dept. of Mathematics</i> Res. 571 Summer St., Lynn
EDWARD B. VAN DUSEN, S.B. Office 4 Huntington Building	<i>Graduate Assistant in the Dept. of Physics</i> Res. Madison, N. H.

Standing Committees of the Faculty

General

CARL S. ELL, <i>Chairman</i> HAROLD W. MELVIN WINTHROP E. NIGHTINGALE EDWARD S. PARSONS	JOHN B. PUGSLEY MILTON J. SCHLAGENHAUF WILLIAM C. WHITE
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Executive

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Administrative

JOHN B. PUGSLEY, <i>Chairman</i> WINTHROP E. NIGHTINGALE	EDWARD S. PARSONS JOSEPH SPEAR
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Co-operative Work

WINTHROP E. NIGHTINGALE, <i>Chairman</i> JOHN B. PUGSLEY	GEORGE W. TOWLE WILLIAM C. WHITE
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Student Activities

EDWARD S. PARSONS, <i>Chairman</i> DONALD H. MACKENZIE JOSEPH SPEAR	ELIOT F. TOZER WILLIAM C. WHITE
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A. Professional

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Day Division Council

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Office and Secretarial Staff

MABEL ELLEN BEAN <i>Secretary to the Bursar—200M</i>	61 Quint Ave., Allston
MARJORIE BLANCHARD <i>Co-operative Work Office—350M</i>	108 Greenwood Ave., Swampscott
DOROTHY BRETT <i>School Administration Office—351M</i>	15 Wenham St., Jamaica Plain
FLORENCE ELSIE BURTON <i>Secretary to the Secretary of the University—200M</i>	54 Forsyth St., Boston
BESS VIRGINIA CHAMBERLAIN <i>Admissions Office—451M</i>	106 Queensbury St., Boston
THELMA GERTRUDE DUNN <i>Bookkeeper, Treasurer's Office—200M</i>	South St., Charles River
DAISY MILNE EVERETT <i>Bookkeeper, Treasurer's Office—200M</i>	23 Belvidere St., Boston
RUTH PHILLIPS FIOTT <i>Admissions Office—451M</i>	104 President St., East Lynn
MILDRED CURTIS GARFIELD <i>Secretary to the Dean—453M</i>	2142 Commonwealth Ave., Auburndale
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VIRGINIA MYRTIS HAMMOND <i>Co-operative Work Office—350M</i>	15 Hudson St., Lynn
JENNIE M. HAYWARD <i>Office of the Dean—453M</i>	Mayflower Rd., Plympton
ESTHER WORT HUGHES <i>Assistant Librarian—Library, Main Building</i>	70 Poplar St., Watertown
CAROLYN ELIZABETH LIGHT <i>Office Secretary, Treasurer's Office—200M</i>	3 Preble Gardens Rd., Belmont
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DOROTHY MILNE MURRAY <i>Secretary to the Director of Student Activities—2H</i>	166 Fair Oak Park, Needham
JESSIE MARY PAINE <i>Secretary to the Director of School Administration—351M</i>	51 Aubudon Rd., Boston
VERNA PETERSON <i>Secretary to the Dean of Students—352M</i>	32 Dyer Ave., Milton
CAROLINE FRANCES PETTINGELL <i>Bookkeeper, School Administration Office—351M</i>	173 Hancock St., Cambridge
MADELYN EDYTHE RALPH <i>Office of the Executive Secretary—452M</i>	14 Sheldon St., Lynn
HELEN LOUISE SAMPSON <i>Secretary to the President—200M</i>	1364 Walnut St., Newton Highlands
NADINE FRANCES STEPHEN <i>Admissions Office—451M</i>	146 Trenton St., Melrose
LULU JANE THYNG <i>Secretary to the Director of Admissions—451M</i>	355 Geneva Ave., Dorchester

MARY DIXON TURNER <i>School Administration Office—351M</i>	163 Forest St., Melrose
GRACE LISCOM WATKINS <i>Assistant Librarian—Library, Main Building</i>	76 Glendale St., Dorchester

Student Assistants

FRANK E. ADLEY <i>Assistant in Mechanical Engineering</i>	197 Warren St., Allston
NICHOLAS W. BROSIUS <i>Assistant in the Department of Publicity</i>	102 Mannering St., Berlin, N. H.
ADOLPH M. CHAPLICK, JR. <i>Assistant in Chemical Engineering</i>	26 Front St., Nashua, N. H.
ALBERT R. CHRISTLIEB <i>Assistant in Electrical Engineering</i>	Fruitland Park, Lake County, Florida
JOSEPH M. CHRUSZ <i>Assistant in the Department of Admissions</i>	Johnsonburg, New Jersey
EVERETT C. ELDREDGE <i>Assistant in the Student Activities Department</i>	24 Elm St., Everett
RICHARD H. ELLIS <i>Assistant in the Student Union</i>	88 Washington St., Norwood
HERBERT W. GALLAGHER <i>Assistant in the Business Laboratory</i>	167 Hunnewell Ave., Newton
CHESLEY F. GARLAND <i>Assistant in Mechanical Drawing</i>	12 Lewis Rd., Belmont
BRADFORD P. GEYER <i>Assistant in Chemical Engineering</i>	31 Claflin Rd., Brookline
ERVIN E. GROSS, JR. <i>Assistant in Electrical Engineering</i>	1035 South Main St., Attleboro
HARRY G. GURSKÉ <i>Assistant in Mechanical Drawing</i>	23 South St., Bristol, Conn.
ROGER W. HADLEY <i>Assistant in Mechanical Engineering</i>	73 Ellicott St., Needham
HELMUT M. HAENDLER <i>Assistant in Chemical Engineering</i>	117 Walworth St., Roslindale
ALLAN H. HAKANSON <i>Assistant in the Student Union</i>	89 Glendower Rd., Roslindale
JACOB C. HART <i>Assistant in the Office of the Dean</i>	410 Monroe St., Hackettstown, New Jersey
CHARLES V. LETOURNEAU <i>Assistant in the Department of Publicity</i>	169 Eliot St., Milton
GEORGE H. MATHER <i>Assistant in Electrical Engineering</i>	18 Carroll Court, New London, Conn.
JOSEPH S. MAYBERRY <i>Assistant in Chemical Engineering</i>	18 Haskell St., Prides Crossing
JAMES S. MCCARTHY <i>Assistant in the Office of the Dean</i>	398 Bowdoin St., Boston
GERHARDT W. MILBRANDT <i>Assistant in Mechanical Engineering</i>	72 Jacob St., Bristol, Conn.

HEATH E. MORSE <i>Assistant in Chemical Engineering</i>	13 Doane Ave., Beverly
RAYMOND PELLETIER <i>Assistant in the Student Activities Department</i>	6 Cushing St., Salem
H. EDGAR PRAY <i>Assistant in the Business Laboratory</i>	60 Glen Cove Ave., Sea Cliff, New York
RALPH C. RAYMOND <i>Assistant in the Student Union</i>	24 Goodrich Rd., Jamaica Plain
CHARLES E. RICE <i>Assistant in Electrical Engineering</i>	17 Vermont St., Greenfield
JAMES I. SANDLER <i>Assistant in the Department of Admissions</i>	17 Crescent St., Lowell
RICHARD B. SHIMER <i>Assistant in Electrical Engineering</i>	Wurtsboro, New York
JOHN W. SKENDALL <i>Assistant in Mechanical Drawing</i>	65 Camden St., Lynn
FRANCIS G. TUSCHER <i>Assistant in the Student Union</i>	1522 Washington St., West Newton
EDWARD C. J. URBAN <i>Assistant in Mechanical Engineering</i>	264 Athens St., South Boston
J. DONALD WINTLE <i>Assistant in Chemical Engineering</i>	17 Ann St., W. Pittston, Pennsylvania
CARLTON A. WOODWARD, JR. <i>Assistant in Electrical Engineering</i>	67 Taunton Ave., Norton

Chapel Preachers

DR. CHARLES N. ARBUCKLE
MINISTER, FIRST BAPTIST CHURCH OF NEWTON

REVEREND DANIEL BLISS
ASSOCIATE MINISTER, OLD SOUTH CHURCH

DR. LAURENCE W. C. EMIG
MINISTER, NEWTONVILLE M. E. CHURCH

DR. NEWTON C. FETTER
MINISTER TO BAPTIST STUDENTS IN GREATER BOSTON

REVEREND NORMAN D. GOEHRING
MINISTER TO LUTHERAN STUDENTS IN GREATER BOSTON

REVEREND WILLIAM H. GYSAN
MINISTER TO UNITARIAN STUDENTS IN GREATER BOSTON

PROFESSOR CHARLES W. HAVICE
EXECUTIVE SECRETARY, NORTHEASTERN STUDENT UNION

DR. ARTHUR L. KINSOLVING
MINISTER, TRINITY CHURCH

REVEREND CARL H. KOPF
MINISTER, MOUNT VERNON CHURCH

DR. ASHLEY D. LEAVITT
MINISTER, HARVARD CONGREGATIONAL CHURCH OF BROOKLINE

DR. ELMER A. LESLIE
PROFESSOR OF OLD TESTAMENT LITERATURE, BOSTON UNIVERSITY

DR. BOYNTON MERRILL
MINISTER, SECOND CHURCH IN NEWTON

REVEREND PHILLIPS E. OSGOOD
MINISTER, EMMANUEL CHURCH, BOSTON

REVEREND LYNN J. RADCLIFFE
MINISTER, COLLEGE AVENUE M. E. CHURCH, SOMERVILLE

University Lecturers

BERNARD C. CLAUSEN
PASTOR OF THE FIRST BAPTIST CHURCH OF PITTSBURGH, PA.
"Masters of Anger"

JOHN HAYNES HOLMES
MINISTER OF THE COMMUNITY CHURCH, NEW YORK CITY
"The Conquest of Fear"

HANS V. KALTENBORN
NEWS EDITOR, COLUMBIA BROADCASTING SYSTEM
"The Place of America in the World Today"

HARRY LEVI
RABBI, TEMPLE ISRAEL
"Ability Means Responsibility"

DONALD B. MACMILLAN
EXPLORER AND LECTURER
"Under the Northern Lights"

EDWIN MARKHAM
POET
"Selected Poems"

GEORGE H. MOSES
FORMER UNITED STATES SENATOR FROM NEW HAMPSHIRE
"The Student and Politics"

ROBERT LINCOLN O'BRIEN
CHAIRMAN, UNITED STATES TARIFF COMMISSION
"The Revolt of the Mule"

G. BROMLEY OXNAM
PRESIDENT, DE PAUW UNIVERSITY
"The Student and the New World"

J. EDGAR PARK
PRESIDENT, WHEATON COLLEGE
"Is There Any Good in Knowing Anything?"

DAVID SEABURY
LECTURER AND CONSULTING PSYCHOLOGIST
"What Makes Us All So Queer?"

RALPH W. SOCKMAN
PASTOR OF THE MADISON AVENUE M. E. CHURCH, NEW YORK CITY
"Gentlemen and Gangsters"

T. Z. KOO
LECTURER, WORLD CHRISTIAN FEDERATION
"The Far East"

HUBERT HERRING
DIRECTOR OF COMMITTEE ON CULTURAL RELATIONS WITH LATIN AMERICA
"Our Stake in Cuban Affairs"

Northeastern University

Purpose and Program

NORTHEASTERN University is incorporated as a philanthropic institution under the General Laws of Massachusetts. The Massachusetts Legislature, by special enactment, has given to the University broad degree-granting powers. From the outset, Northeastern University has directed its efforts to discovering and meeting the needs of men and women for various types of educational opportunities. Pursuant to this purpose, the University has evolved four distinct types of education.

1. Several curricula in the field of co-operative education have been developed in the day schools leading to the degree of Bachelor of Science, with appropriate specifications. This co-operative plan enables the student to alternate regular periods of class-room instruction with supervised employment in an industrial or commercial position, thus combining theory and practice in an exceedingly effective manner. Apart from the educational advantages of the co-operative plan is the opportunity for self-support which a student has while pursuing his studies. During the co-operative periods students not only gain experience but are also paid for their services. Some 300 business and industrial concerns co-operate with Northeastern University in making this program effective.

2. An extensive adult education program has been developed in the evening in two types of schools; the first, schools of collegiate grade, namely, the School of Law and the School of Business, offering curricula leading to the degrees appropriate to each type of education, and the Lincoln School of Liberal Arts offering a junior college program in cultural fields leading to the Associate of Arts degree; the second, non-degree-granting schools, namely, the Lincoln Preparatory School, which is among those approved by the New England College Entrance Certificate Board, and the Lincoln Institute, a school furnishing instruction in engineering upon a junior college level.

3. In order to occupy their field in a larger way, divisions of the evening Schools of Law and Business have been established in connection with the Young Men's Christian Associations in Worcester and Springfield and of the School of Business in connection with the Young Men's Christian Association in Providence, thus rendering it possible for many men and women, whose needs would not otherwise be met, to secure an education in law or in business. With the establishment of the Divisions,

thorough-going methods of supervision were instituted and have been consistently followed and improved with the result that the divisional work is conducted upon a highly efficient basis.

4. The Huntington Day School for Boys is the outgrowth of a demand in the City of Boston for an urban preparatory school with high educational standards, which would furnish thorough preparation for admission to the leading colleges and universities. While easily accessible to the various sections of Boston and to the suburbs, it has the facilities of a country day school and offers a country day school program. This School is one of the leading preparatory schools of the country.

ORGANIZATION

The corporation of Northeastern University is known as the Board of Trustees. This Board is composed of twenty-one members, ten of whom, including the Chairman of the Board of Trustees and the President of the University, serve concurrently on the Board of Trustees of the University and the Board of Directors of the Boston Young Men's Christian Association.

There are three main committees of the Board of Trustees: (a) An Executive Committee, which serves as an Ad Interim Committee between the regular meetings of the Board of Trustees and has general supervision of the financial and educational policies of the University. (b) A Committee on Housing, which has general supervision over the buildings and equipment of the University and is charged with the securing of funds for the housing and equipment development of the institution. (c) A Committee on Funds and Investments, which has the responsibility of administering the funds of the University.

The Board of Trustees has also created, through its by-laws, an Executive Council, consisting of the President, the Secretary and the two Vice-Presidents. To the Executive Council the Board has allocated broad powers.

The Northeastern University System

Statistical Summary

1933-1934

	<i>Administrative Officers and Faculties</i>	<i>Students</i>
I. General Administration	7	
II. Northeastern University		
School of Arts and Sciences	66	1783
School of Engineering		
School of Business Administration		
School of Law	54*	1188*
School of Business	87*	915*
III. Lincoln Schools		
Lincoln School of Liberal Arts	12	54
Lincoln Institute	25	181
Lincoln Preparatory School		
Regular Term	23	330
Summer Term	10	137
IV. Day Preparatory School		
Regular Term	23	169
Summer Term	8	70
	<hr/>	<hr/>
Total	315	4827
Less Duplicates	78	212
	<hr/>	<hr/>
Net Total	237	4615

*These figures include the administrative officers, faculties and students of the Divisions of the University in Worcester, Springfield and Providence.

Admission Requirements

Applicants for admission to the freshman class without restrictions must qualify by *one* of the following methods:

- (1) Graduation from an approved course of study in an accredited secondary school including prescribed subjects listed below.
- (2) Completion of fifteen acceptable secondary school units with a degree of proficiency satisfactory to the Department of Admissions.
- (3) Examinations.
(Certificate of entrance examinations passed for admission to recognized colleges and technical schools may be accepted.)

Prescribed Subjects for Admission

School of Arts and Sciences

Mathematics	2 units
English	3 units
History and/or Social Studies	2 units
Foreign Language (Ancient or Modern)	2 units
Natural Science	1 unit
*Electives	5 units
	15 units
Total	

School of Business Administration

Mathematics	1 unit
English	3 units
History and/or Social Studies	3 units
Natural Science	1 unit
*Electives	7 units
	15 units
Total	

School of Engineering

Mathematics	3 units
**Physics or Chemistry	1 unit
History and/or Social Studies	2 units
English	3 units
*Electives	6 units
	15 units
Total	

*Not less than four of the "electives" must be in one or more of the following academic branches: Languages, Natural Science, Mathematics, Social Sciences, History.

**Physics is recommended.

A unit is a credit given to an acceptable secondary school course which meets at least four times a week for periods of not less than forty minutes each throughout the school year.

Entrance examinations are not required of students whose transcripts of record are acceptable, but the Committee on Admission reserves the right to require a candidate to present himself for examination in any subjects that it may deem necessary because of some weakness in his secondary school record.

These formal requirements are necessary and desirable in that they tend to provide all entering students with a common ground upon which the first year of the college curriculum can be based. But academic credits alone are not an adequate indication of a student's ability to profit by a college education. Consequently the Department of Admissions takes into consideration, along with the formal requirements stated above, many other factors regarding candidates for the freshman class. A student's interests and aptitudes in so far as they can be determined, his capacity for hard work, his attitude toward his classmates and teachers in high school, his physical stamina, and most important of all—his character, all these considerations are carefully weighed. In this way the University seeks to select for its student body those who not only meet the academic admission requirements but who also give promise of acquitting themselves creditably in the rigorous program of training afforded by the co-operative plan and of later becoming useful members of society.

Candidates for admission should communicate with the Director of Admissions who will advise them frankly on the basis of past experience. A personal interview is always preferred to correspondence and parents are urged to accompany their sons whenever this is possible. Effective guidance depends in large measure upon a complete knowledge of a candidate's background and problems. Parents invariably are able to contribute much information to the admissions officer that aids him in arriving at a decision. In general, a student is likely to be more successful in his college work if he does not enroll under the age of seventeen.

Application for Admission

Each applicant for admission is required to fill out an application blank whereon he states his previous education, as well as the names of persons to whom reference may be made in regard to his character and previous training.

An application fee of five dollars (\$5) is required when the application is filed. This fee is non-returnable.

The last page of each section is in the form of an application blank. It should be filled out in ink and forwarded with the required five dollar fee to Director of Admissions, Northeastern University, Boston, Mass. Checks should be made out to Northeastern University.

Candidates are urged to visit the office of Admissions for personal interview whenever it is possible for them to do so before submitting their applications. Office hours of the Department are from 9.00 A.M. to 4.00 P.M. daily; Saturdays to 12.00 N. The Director of Admissions will interview applicants on Wednesday evenings but by appointment only.

Upon receipt of the application, properly filled out, the School at once looks up the applicant's references and secondary school records. When replies have been received to the various inquiries instituted, the applicant is informed as to his eligibility for admission.

Applications may be filed whenever convenient but preferably not later than May 15th, thus allowing ample time for the investigation of the applicant's secondary school records before he enrolls in the school.

The University reserves the right to place any entering student upon a period of trial. Whether he shall be removed from trial at the end of this time or requested to withdraw will be determined by the character of the work he has accomplished and his conduct during this trial period.

Registration and Physical Examination

Eligibility for admission does not constitute registration. Freshmen register at the University on September 5, 1935 or January 2, 1936. No student is considered to have met the requirements for admission until he has successfully passed the required physical examination. See page 52.

Advanced Standing

Students transferring from approved colleges will be admitted to advanced standing provided their records warrant. Whenever a student enters with advanced standing and later proves to have inadequate preparation in any of his prerequisite subjects, the Faculty reserves the right to require the student to make up such deficiencies.

Applicants seeking advanced standing must arrange to have transcripts of their previous college records forwarded with their initial inquiry.

Entrance Condition Examinations in Boston

Students who are deficient in required units for admission may remove these deficiencies by examination. Such examinations are held at the University in December, June, and August of each year unless special arrangements are made with the Department of Admissions to administer them elsewhere.

Students are advised to take such examinations on the earliest possible date in order that any deficiencies which they fail to clear may be made up in time to permit registration with the desired class and division.

The time of examinations is as follows:

10.00 A.M. to 12 N.

1.00 P.M. to 3.00 P.M.

During the current year examinations will be given on the following days: June 5, 1935; August 28, 1935; December 18, 1935. All other examinations will be given by special assignment.

Preparatory Schools

Day and evening preparatory schools are conducted in conjunction with Northeastern University. Students having entrance conditions, or requiring further preparation for the entrance examinations, may avail themselves of these opportunities to cover the desired work.

Department of Co-operative Work

WINTHROP E. NIGHTINGALE, *Chairman*
Professor of Co-ordination

GEORGE W. TOWLE
Associate Professor of Co-ordination

ALBERT E. EVERETT
Assistant Professor of Co-ordination

JOHN C. MORGAN
Instructor in Co-ordination

RUDOLPH O. M. OBERG
Instructor in Co-ordination

THE Department of Co-operative Work comprises a group of faculty members known as co-ordinators, whose entire time is given to establishing and maintaining co-operative relationship with appropriate commercial, industrial, and professional organizations. The work of co-ordination is considered to be of primary importance in the orientation and development of students on the co-operative plan. Co-ordinators are therefore appointed because of their experience in special fields of work, capacity for understanding and administering human relations, ability to give occupational information and advice, and general fitness for guiding and inspiring young men. Co-ordinators are ranked on the same basis as other members of the faculty and are equally concerned with academic activities and other student affairs.

Each co-ordinator is assigned to the supervision of a group of students, for whose placement and guidance he is responsible. During school periods co-ordinators meet their charges in regularly scheduled conference classes, where individual problems encountered on the job are discussed and solved. Every student is required to prepare and present a paper dealing with some phase of his co-operative work. This is criticized and commented upon by the co-ordinator and by the other students to the end that all may acquire a sense of social understanding and job wisdom.

The Department of Co-operative Work has, in its relation to undergraduates, three primary functions:

1. Student Analysis and Counselling

Students are assigned to a co-ordinator, who interviews them periodically during their freshman year for the purpose of determining their background, abilities, temperaments, and aptitudes. During these interviews the co-ordinator discusses various fields of activity and answers such questions as the students may have in regard to the many phases of business and industry. Each student is studied in the light of his physical condition, scholastic ability and other factors affecting his probable success in vocational life. These interviews culminate in a mutual agreement between the student and his co-ordinator regarding the field of co-operative work in which the student is to be placed. During his upperclass years the student continues to have frequent conferences with his co-ordinator regarding vocational adjustments and personal problems. In this way the progress of every student is observed and co-ordinated with his school work to the end that he may obtain maximum values from his training at Northeastern.

2. Placement

With this carefully assembled information the co-ordinator visits co-operative firms and arranges with them for the employment of the students under his charge. The range of opportunities available to Northeastern students is wide, including practically all phases of industrial life. As a general rule, sophomores are placed upon routine and laborious jobs through which they may prove their fitness for more responsible work. The jobs upon which Northeastern students are employed are in no sense protected opportunities. They are regular jobs under actual business conditions and are held in competition with other sources of supply. The only special privilege accorded Northeastern students is that of attending school on the co-operative plan. The University expects every student to stand on his own feet while he is on co-operative work, and advancement to the more responsible jobs is based entirely upon merit.

3. Supervision and Guidance

While the University does not adopt a paternal attitude toward co-operative work, it nevertheless assumes certain responsibilities toward students and co-operating firms. Co-ordinators visit each job in order that the employer may report upon the student's achievement and that necessary adjustments may be made. Co-ordinators supervise the assignment of students to various

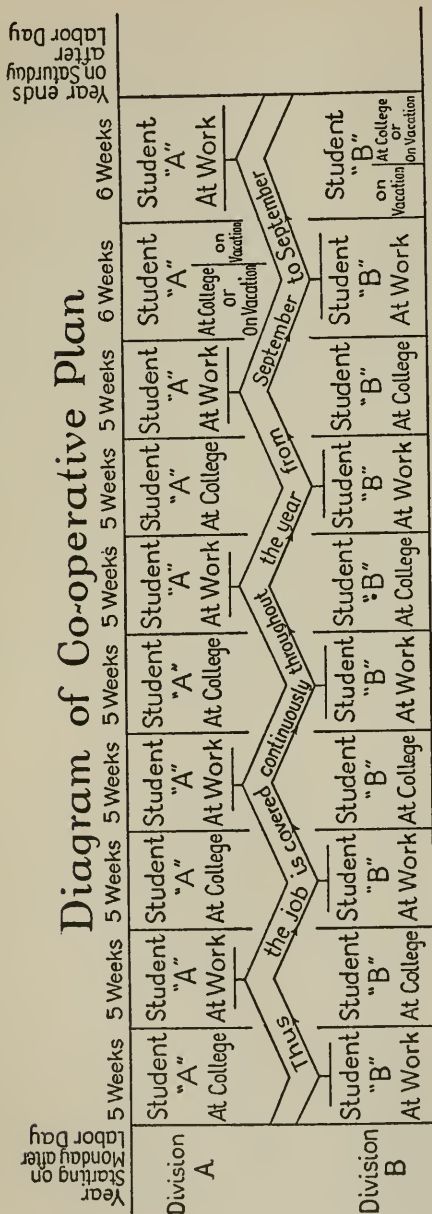
jobs and in conjunction with employers arrange for promotions and training schedules. Problems that arise on co-operative work are adjusted by mutual agreement of co-ordinator, student, and employer, wherever possible. In the event of special difficulties or dissatisfaction, the case may be adjusted by the Committee on Co-operative Work, which comprises several members of the faculty.

Through a series of co-operative work reports prepared during their working periods, students are led to analyze their jobs and to develop a thoughtful and investigative attitude toward their working environment. A most important phase of co-operative work is the opportunity afforded for guidance by the frank discussion, in conference classes, of actual problems encountered on the job. The intimate contact between co-ordinator and student is of great worth in helping the student to get the most value from each co-operative work assignment. While the school endeavors to provide every possible opportunity for its students, it expects them at the same time, to take the initiative and to assume responsibility involved in their individual development. To every student is available the counsel and guidance of the faculty, and every resource at its disposal. But the faculty does not coerce students who are uninterested or unwilling to think for themselves.

The co-operative plan is thus designed specifically to provide actual working conditions which shall afford the student practical experience, give meaning to his program of study, and train him in reliability, efficiency, and team-work.

The Plan of Co-operation

In detail, the co-operative plan works in this manner. The students are divided into two nearly equal groups, one of which is called Division A and the other Division B; and each man is assigned a job with some business or industrial concern. So far as possible, each man in one Division is paired with a man in the other Division, so that the two, by taking turns, may occupy one job throughout the entire year. At the beginning of the year, the Division A student returns to the University for five weeks of classroom work; and at the end of that time he goes out to work five weeks with a co-operating firm. His place at the University is then taken by his *alternate*, the corresponding Division B student. When five weeks more have passed, the Division A man leaves his job and returns to school, and the Division B man returns to the co-operative job. The alternation of work and classroom study continues throughout the year, except that one working period in the summer for each division is six weeks in length instead of five.



UPPER CLASSMEN ONLY

The diagram above represents graphically the Co-operative Plan, open to upper-classmen, by which the year is divided into alternate periods of work and study. As the diagram shows, each co-operative job is covered by two students, one from Division A and one from Division B. The Division B man works while the Division A man studies, and *vice versa*. Thus each job is covered continuously from September to September by one pair of men.

Continuous Instruction for Freshmen

Freshmen enter college early in September and continue class work for thirty-five consecutive weeks, except for Christmas holidays.

Those students who have passed all their first year courses become eligible for placement at co-operative work immediately at the close of their school year. Although co-operative work is not required at the close of the freshman year, it is recommended that freshmen accept co-operative work assignments when advised to do so by the Director of Co-operative Work.

When freshmen accept co-operative employment, they are expected to fulfill all of the requirements governing co-operative work. Assignments are made with the understanding that the applicant is willing to continue on that job until the date of registration for the sophomore year. Any desired vacation should be taken just prior to the opening of the sophomore year in September.

Correlation of Theory and Practice

Co-operating employers agree, when practicable, to employ the students in the various departments of their establishments. The training is thorough and complete. To derive the greatest value from such courses, the student is advised to continue, if possible, in the employ of his co-operating firm for *at least one year* after graduation, since certain types of work which would afford him valuable experience cannot be made available to him while he is alternating between work and study. Statistics show that from thirty-five to fifty per cent of each graduating class do remain with their co-operating employers after graduation, during periods of normal business conditions.

Co-operative Work Reports

The values to be derived from the practical experiences are further enhanced by required report writing. These co-operative work reports are written during the working periods by all co-operative students. A complete job analysis is required as the first report written on any new co-operative work assignment. Subjects of other reports are selected by the student after conference with his Co-ordinator of Co-operative Work, by whom

they must be approved. The reports are designed to encourage observation and investigation on the part of the students and to help them to appreciate more fully the extent and value of their experience. These reports are carefully read by the Co-ordinator and are discussed with the student during the next following school period. Exceptionally valuable results are obtained from these reports. The value derived must necessarily be directly proportional to the conscientious and intelligent concentration of effort by the student upon this phase of the work.

Co-operative Work Records

Complete and detailed records are kept of the co-operative work of each student. They are based upon reports made by the employer at the end of each working period; upon occasional personal interviews between the employer and the Co-ordinator; and upon various evidences of the student's attitude toward all the phases of his co-operative work. It is not possible to secure a degree unless this part of the curriculum is completed satisfactorily. These records of practical experience serve as a valuable future reference for the Alumni Placement Division of the Department.

Positions Available

Because of its dependence upon general business conditions over which it has no control, the University cannot and does not *guarantee* placement. Experience has demonstrated, however, that students who are willing and are capable of adapting themselves to existing conditions are almost never without employment, except in periods of severe industrial depression.

Attitude of Co-operating Companies

That co-operating employers favor our plan is clearly demonstrated by their retention of the same students from year to year, and by their readiness to take on new co-operative students whenever appropriate jobs become available. Men under whose supervision the students have been doing work are almost unanimous in their approval of our plan.

Assignment to Co-operative Work

A student is assigned to a co-operative job by the following routine: He is given general information in regard to the work, the hours, the location, the rate of pay, and so forth. If the job seems acceptable, he is given a copy of the Co-operative Work Regulations (see page 34) and is required to sign the co-operative employment agreement (See page 34). He is then given a card of introduction and sent to the employer for personal interview. During the interview with the employer the student is expected to acquaint himself with further details of the nature of the work and the conditions under which he will be expected to work. He may then accept the position subject to his acceptance by the employer. The latter indicates his acceptance or rejection of the student by marking the introduction card and returning it by mail to the University. It is expected that no student will accept placement by the University unless he intends to continue throughout the year in school and with the firm in question, in accordance with the Co-operative Work Regulations.

During the periods of co-operative work, students report for work as do other employees, no special privileges being granted. While at work, students are allowed only legal holidays. *School holidays are not holidays for students on Co-operative work.* Students are not permitted to discontinue co-operative work except by previous arrangements with the University. In all cases of absences from co-operative work, whether avoidable or not, the student or a member of his family is required to notify by telephone immediately the EMPLOYING FIRM and the UNIVERSITY. *Failure to do so is sufficient cause for dismissal.*

The University places the student at work with the employing firm and is responsible for his presence and conduct at work as well as the quality and scope of his work. All difficulties arising in regard to students who are on co-operative work are taken up with the school authorities at the next following school period. The Co-operative Work Office is open on special evenings each week during the school year for consultation with students who are engaged at co-operative work during the day.

The aim of the program is to place students with firms which give them experience directly in line with the course of study followed at school. Second and third year men, as a rule, are assigned to work not so technical in character, but designed to train the younger men in the fundamental qualities of cheerfulness, dependability, enthusiasm, and "grit". In connection with co-operative work during the student's college course these attributes are emphasized at every opportunity. The first year's training is designed especially to develop these habits. If a young man can

form habits of mental and physical alertness and reliability, he has laid a sure foundation for success and happiness in later life. The detailed technical information and experience is added in the upper years.

The University cannot guarantee to place students, because of uncertainties of business conditions as well as other reasons beyond its control. Although the University in no way discriminates among students of various races and religions, considerable difficulty has been experienced in placing the members of certain racial groups on co-operative work.

Location of Work

It is the policy of the University to assign students to co-operative work within commuting distance of their homes. This is not always possible, however, and at times it may be necessary for students to live away from home in order to obtain satisfactory and desirable co-operative work assignments.

Credit

The conscientious pursuit and successful completion of co-operative work assignments are necessary for the student to obtain the degree. Seniors are required to take co-operative work from September to June for four alternative five-week periods. Other Upperclassmen work for four five-week and one six-week alternate periods, a total of twenty-six weeks per year.

Credit for co-operative work is awarded at the close of the last working period each year.

During periods of business depression or seasonal cessation of certain industries, when it may be impossible for the University to provide satisfactory employment for all students, a student may attend school and take additional classroom work at no extra cost for tuition.

Earnings

The rates of pay for students are low, primarily because the students are given the privilege of attending school on the co-operative plan. The employer thus feels justified in devoting time to the instruction of the students and in transferring them at reasonable intervals from one department to another.

For budgeting purposes the following scale of wages may be considered as the *minimum rates* to be paid the students in times of normal business.

\$12 per week for the first and second years.

\$14 per week for the third year.

\$16 per week for the fourth and fifth years.

All employers are requested to pay as high a rate as the student proves himself worth. The averages have been as high as \$15, \$18, and \$20 for second, third, and fourth year men respectively. No data are yet available covering the fifth year. The total income is more than enough to pay the tuition and the necessary school expenses, but does not cover board, room rent, and other living expenses, either while in school or on the job.

A student may be expected to accept an assignment to co-operative work—if recommended by the department as offering suitable and desirable training—even though the wage rate may be only sufficient to cover living expenses during the period of employment.

Educational Certificates

The law of Massachusetts requires all students under twenty-one years of age to obtain Educational Certificates. Massachusetts General Laws 1921, Chapter 149, Section 95: "No minor over sixteen and under twenty-one shall be employed in a factory, workshop, manufacturing, mechanical or mercantile establishment, or in a public or private bowling alley, pool or billiard room, bootblack stand or establishment, barber shop, or in the construction or repair of buildings, or by an express or transportation company, . . . unless his employer procures and keeps on file an educational certificate showing the age of the minor and his ability or inability to read and write as hereinafter provided." Students living outside of Boston should bring with them Birth Certificates, in order to save time and trouble. The Educational Certificates, upon request, may be obtained from the Superintendent of Schools in the city or town where the student resides during the period of his employment, if he lives in Massachusetts. Students residing outside of the Commonwealth during employment periods, but working within the Commonwealth are required to obtain Educational Certificates from the Superintendent of Schools or designated official of the town where employed.

Co-operative Employment Agreement

It is considered a vital part of the practical training of each student thoroughly to impress upon him the value of proper analysis of obligations about to be assumed and the importance of fulfilling them after they have been assumed. Thus, every student must enter into an agreement with the University at the time he accepts his co-operative work assignment. The following form is used:

NORTHEASTERN UNIVERSITY

Co-operative Work Agreement

	I,.....Course.....
	(Name of Student)
	Year.....Division.....
<i>Employing Firm</i>	agree to work with.....

	on the regular co-operative plan in accordance with Co-operative Work Regulations.
<i>Rate of Pay</i>	I agree to accept the wages of.....per....., this amount to be increased as my ability and other conditions may warrant.
<i>Term of Employment</i>	I understand that I am to work on this job for one year from date including the regular summer working period. This agreement does not bind my employer to continue my services any longer than it is practical to do so. <i>I will not leave nor arrange with my employer to be relieved of this job</i> without the approval of the Director of Co-operative Work.
<i>Credit for Degree</i>	I realize that my work on this job is part of the requirements for a degree and that credit will be given only in return for satisfactory service to the employer and the proper handling of the job.
<i>Educational Certificate</i>	In accordance with the laws of the Commonwealth of Massachusetts, I shall obtain the necessary working certificate before starting work on this job.
	Date.....
	Signature.....Age.....
	(Student)
	Address.....Tel.....
	Signature of Co-ordinator.....

Co-operative Work Regulations

The successful administration of the co-operative plan of education depends upon the conscientious observance by all co-operative students of certain fundamental routine principles and policies. The following regulations have been adopted at Northeastern to develop in its students that respect for obligations and that spirit of co-operation so essential to the successful conduct of co-operative education and the development of dependable men.

Assignment to Work

When a student is assigned to co-operative work it is with the definite understanding, unless otherwise stated in writing on the agreement blank, that he will continue in the employ of that firm for the minimum period of one year on the co-operative plan dating from date of acceptance. He is required to sign the

co-operative agreement to that effect. The first week on the job is the only trial period allowed, and the Department of Co-operative Work must be notified by the student during this first week if for any reason the student does not want to retain the job for at least the calendar year. If without such notice the student still retains the job for more than a week, his co-operative agreement becomes effective automatically, and he is required by the school to fulfill that agreement. Any exceptions may be allowed only upon petition to the Co-operative Work Committee.

This agreement obligates the employer to retain the student on the job only as long as the co-operation is practicable. Employers are advised to discharge students after fair trial for unsatisfactory work, incompetency, inability, or any irregularity. In other words, every student is expected to work conscientiously and to the best of his ability and retain his job in competition with others only through satisfactory service.

Trial Week

A student giving notice of dissatisfaction or desire for different assignment during his trial week is expected to stay on the job until released by the Department of Co-operative Work. The offices of the Department are open on certain evenings for the convenience of students desiring to communicate such notice to their co-ordinators. Students must not take time off from work for these conferences.

Co-operative Year

Co-operative work continues through the summer months. Each alternate is required to work on his co-operative job during his regular summer work period, as shown on the calendar in the catalog, in order to obtain the necessary credit for the degree. The co-operative plan comprises four (4) five-week periods and one (1) six-week period, the latter coming during the summer months.

Time Off

A student is expected to be on the job regularly and punctually. He has no special privileges except those allowed to other regular employees of the company. He is expected *not to take time off* from work for any school activities or other personal interests unless by previous approval from the Department of Co-operative Work and the employer.

Senior Theses

Senior theses should not be allowed to interfere *in any way* with co-operative work. When a thesis is conducted at the plant of a co-operating firm, the rules which govern such thesis work and which accompany the thesis instructions must be carefully observed. Time should not be taken off from work for any thesis requirements.

Absence from Work

In case of sickness or other emergency requiring a student's absence from work, the *employer* and the *Department of Co-operative Work* must be notified. Students living within a reasonable distance from the University should notify the department by telephone. If more than a 10 cent call would be required, the mail will be considered satisfactory. The Department of Co-operative Work must be notified by telephone or by mail when the student returns to work.

Discharge or Lay-Off

When a student is discharged or temporarily laid off, it is his responsibility to notify the Department of Co-operative Work. Failure to notify the department may result in unnecessary loss of credit.

Desertion of Job

A student who leaves his co-operative job without prior approval of the Department of Co-operative Work or who so conducts himself on the job as purposely to cause his discharge, may be immediately suspended from college for breach of discipline.

Participation in Activities

A student wishing to participate *during working hours* of co-operative work periods in student activities at college should obtain consent for such participation through the Department of Co-operative Work. Employers are ordinarily willing to comply with reasonable requests for such participation when it does not seriously interfere with the proper conduct of the job. The job must always be given prior consideration.

Evening Office Hours

From October 1 to May 15 the office of the Department of Co-operative Work is open during certain evenings of each

week from 6 to 8 P.M. for the convenience of any student wishing to discuss any phase of his co-operative work. These evening hours are kept to avoid the necessity of the student's taking time off from work during the day. Evening hours of each co-ordinator are posted outside office 350M.

Own Job

A student who wishes to obtain his own co-operative employment must petition to the Co-operative Work Committee for approval of the work before accepting the job. Credit for such jobs will be allowed *only from date of approval*.

Types of Co-operative Work

Insofar as possible students are placed at co-operative work in that general field of business for which they express preference, provided that aptitude, physical ability, temperament and other personal qualities appear to fit them for this field. Usually students are placed first in the lower ranks of an organization where they may learn the fundamental requirements of the business.

For example, a student interested in manufacturing might be started as an operative on some machine in the plant. As his progress and other conditions warranted he would be transferred to other types of work such as shipping, inspecting, cost finding, adjusting complaints, or bookkeeping, and so on, so that in the course of his four years of co-operative training he would have the opportunity to acquire a substantial background in at least some of the functions of factory administration. The entire training might or might not be with one company, depending upon its facilities and size. This progressive type of training is more readily obtained in the employ of one company. A change of company each year provides more a change of environment than a progression of experiences.

Similarly, students desiring to specialize in merchandizing are frequently placed as stock boys in a department store. If they demonstrate potential ability in that field of work they may later become sales clerks, floor supervisors, or administrative assistants in various departments.

Again, from an initial job as bank messenger a student may advance by progressive steps in one of the many departments of a banking institution. Banking operations today are so complex and offer so many opportunities for specialized development that the training schedule of any one student would be governed by his particular abilities and tastes.

Investment houses, newspapers, advertising agencies, engineering companies, department stores, chain stores, wholesale houses, banks, manufacturing companies, public utilities, and many other types of enterprises are employing Northeastern students. In some cases definite training schedules have been established such as those shown below:

Typical Co-operative Training Schedules

These schedules are arranged with the basic idea of giving the student a comprehensive training through the several different departments, but must of necessity be varied in accordance with the needs of those departments.

BOSTON & MAINE RAILROAD CO.

- ONE YEAR — Erecting Shop
- ONE YEAR — Machine Shop
- ONE YEAR — General work in Machine Shop and Erecting Shop.
- ONE YEAR — Mechanical Engineer's Dept.

BOSTON WOVEN HOSE & RUBBER CO.

- ONE YEAR — Factory
- ONE YEAR — Inspection, Clerical and Stock Departments
- ONE YEAR — Chemical Laboratory, Inspection and Machine Tools Shop
- ONE YEAR — Testing Department, Production Department, and Mechanical Department

S. S. PIERCE COMPANY

- | | |
|----------------------------------|--------------------------|
| ONE YEAR | ONE YEAR |
| Assembly Department | Retail Stores Sales |
| Sorting | Telephone Call-in |
| Stocking | Call-out |
| Checking | Counter |
| | Display Department |
| Shipping and Delivery Department | Accounting Department |
| Retail Delivery | Investigation Department |
| Shipping, Clerical | |
| Express Shipping | |
| Clerical Department | |

THE DENNISON MANUFACTURING CO.

- | | | |
|----------------------|-------------------------|-----------------------|
| ONE YEAR | ONE YEAR | ONE YEAR |
| Carpenter Work | Machine Shop Stock Room | Filing Tracings |
| Electrician's Helper | Grinding Room | Blueprinting |
| Millwright Work | Machine Shop | Drafting Room Records |
| | | Detailing |
| | | General Drafting |

EDISON ELECTRIC ILLUMINATING COMPANY OF BOSTON

The schedule of the Edison Electric Illuminating Company of Boston is divided into the following general classifications. Very few co-operating students, if any, obtain experience in all branches, but progress from year to year in the respective branches as conditions require.

Standardizing

- (a) Testing and standardizing of electrical instruments
- (b) Miscellaneous standardization
- (c) Repairs on electrical instruments
- (d) Laboratory high voltage tests

Steam Practice

- (a) Turbine, engine and boiler tests
- (b) Instrument tests and repairs
- (c) Miscellaneous tests

Electrical Testing

- (a) Testing and repairing of electrical instruments in power stations and sub-stations
- (b) Cable tests
- (c) High voltage tests on apparatus and in the field
- (d) Checking up construction work
- (e) Miscellaneous electrical tests

Chemical Engineering

- (a) Fuel analysis
- (b) Miscellaneous tests and analysis of oils, water paints and other materials

*Photography**Office Work*

HUNT-SPILLER MANUFACTURING CORPORATION

ONE YEAR General laboratory and plant work, including preparation of samples

Pyrometry

Use and care of Metallurgical apparatus

ONE YEAR complete analysis of coal, coke, limestone, sand, iron, soil, etc.

ONE YEAR Keeping of general metallurgical records, filing, and making of reports

ONE YEAR Analysis for combined, graphitic, and total carbon with a complete knowledge of a carbon combustion apparatus

NORTON COMPANY, Grinding Machine Division

ONE YEAR

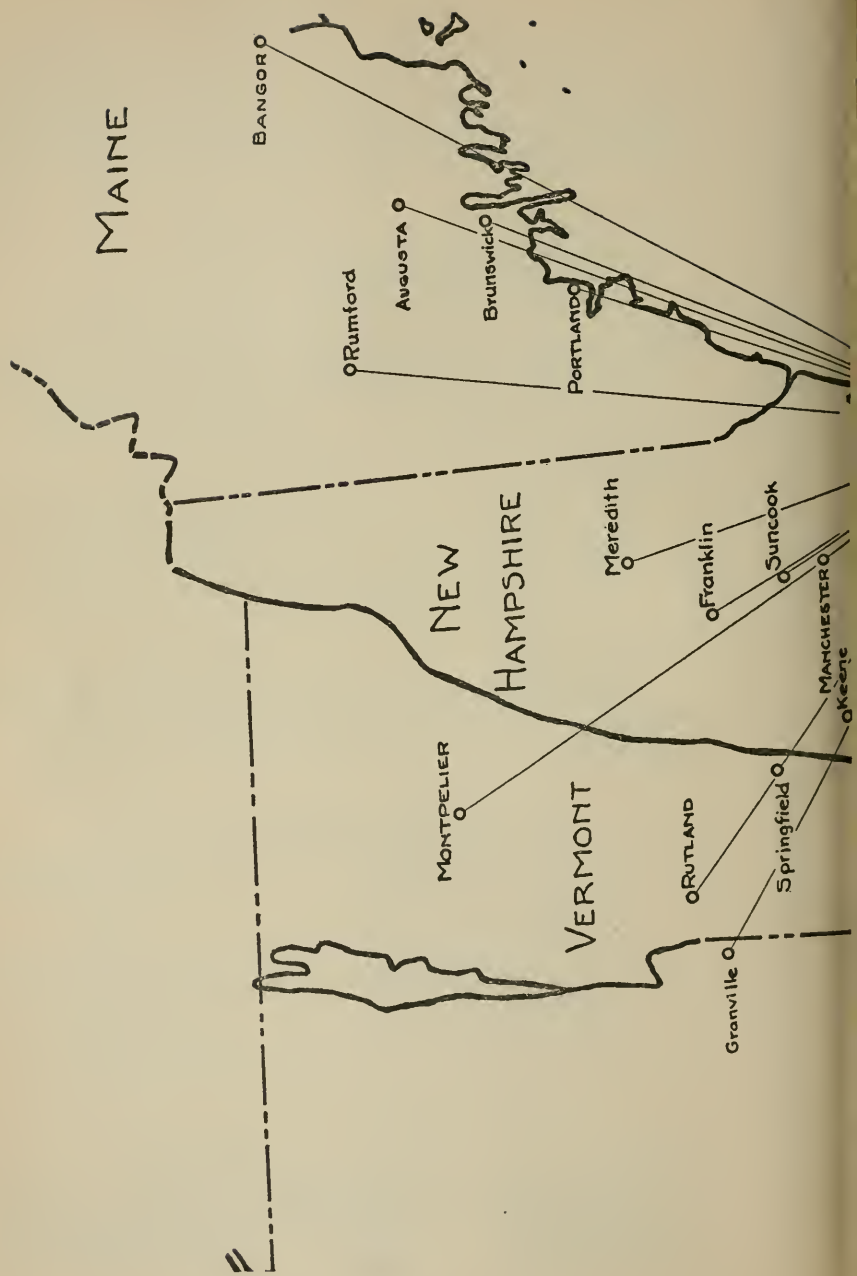
Tool Crib
Automatic Screw Machine
Engine Lathe
Turret Lathe
Drills

ONE YEAR

Milling Machine
Gear Cutter
Boring Mill
Planer
Grinder

ONE YEAR

Assembly
Inspection
Stock Room (finished parts)
Production Office



MAINE

BANGOR

Rumford

AUGUSTA

Brunswick

PORTLAND

MONTPELIER

Meredith

Franklin

Suncook

VERMONT

RUTLAND

Springfield

MANCHESTER

Keegan

Granville

SIMPLEX WIRE AND CABLE COMPANY

The first two years are devoted to general plant training which is primarily the same for Electrical, Mechanical and Chemical students, except that the schedules are designed to give more extended training in the departments more closely allied to the course of study. The senior year is devoted entirely to the department for which the student is studying.

ONE YEAR

Insulating Department
Braiding Department
Cable Department

ONE YEAR

Twisting Department
Machine Shop
Plant Construction

ONE YEAR

Electrical Testing
or
Drafting Room
or
Chemical Laboratory

WESTERN ELECTRIC COMPANY

ONE YEAR

Preanalyzation Department
Wood Work and Wood Finish
Metal Working and Plugs
Metal Finishing

ONE YEAR

Central Office Apparatus
Sub Sets and Coin Collector
Desk Stands and Dials
A. T. & T. Instruments

ONE YEAR

Cable Terminals
Preanalyzation
Switchboard Wiring
Inspection

General Information

Tuition and Fees

The tuition for all students and for each year of school attendance, is \$200 plus a Student Activities fee of \$15 and a General Library and Laboratory fee of \$10, making a total of \$225.

Tuition and fees for all students are payable as indicated below:

For Fall Freshmen

<i>Date Due</i>	<i>Tuition and Fees</i>
September 5, 1935	\$125.00
January 20, 1936	100.00

For Midyear Freshmen

January 2, 1936	\$125.00
April 13, 1936	100.00

For Upper-Classmen

Division A

*September 9, 1935	\$75.00
November 18, 1935	60.00
January 27, 1936	50.00
April 6, 1936	40.00

Division B

*October 14, 1935	\$75.00
December 26, 1935	60.00
March 2, 1936	50.00
May 11, 1936	40.00

There will be a \$2.00 deferred payment fee added to all bills which are not paid by the Saturday following the date on which payments fall due. When further extensions of time are given on payments which have been previously deferred, an additional \$2.00 fee will be charged for each extension.

Students who are registered for more school work than that prescribed in the catalogue for the year in which they are enrolled are charged proportionate extra tuition.

Failure to make the required payments on time, or to arrange for such payments, is considered sufficient cause to bar the student from classes or suspend him from co-operative work until the matter has been adjusted with the Director of School Administration.

*Students taking Chemical Laboratory work pay a Chemical Laboratory deposit of \$15.00 additional.

General Library, Laboratory and Materials Fee

All students are charged a general library and laboratory fee of ten dollars (\$10) each year. This fee is payable at the time of registration and is included in the schedule of payments on page 43.

Student Activities Fee

Each student in the Day Division is charged a student activities fee of fifteen dollars (\$15). This fee is payable at the time of registration and is included in the schedule of payments on page 43. This fee supports in part certain student activities, and includes membership in the *Northeastern University Athletic Association*, and subscription to *The Northeastern News*, the school paper.

The services of a physician are also available to all students under this fee. Minor ailments are treated by the school health officers without additional charge. Should the student show signs of more serious illness, he is immediately advised to consult a specialist or return to his home, where he can get more adequate treatment.

Chemical Laboratory Deposit

All students taking chemical laboratory work are required to make a deposit of fifteen dollars (\$15) at the beginning of each year, from which deductions are made for breakage, rentals, and destruction of apparatus in the laboratory. Any unused portion of this deposit will be returned to the student at the end of the school year. In case the charge for such breakage, rentals or destruction of apparatus is more than fifteen dollars (\$15), the student will be charged the additional amount.

Graduation Fee

A fee of ten dollars (\$10) covering graduation is required by the University of all candidates for a degree. This fee must be paid at the beginning of the second semester of the student's senior year.

Payments

All payments should be made at the treasurer's office. Checks should be made payable to Northeastern University.

Refunds

The University assumes the obligation of carrying the student throughout the year. Instruction and accommodations are provided on a yearly basis; therefore no refunds are granted except in cases where students are compelled to withdraw on account of personal illness.

Expenses

The following tables, compiled from expense returns submitted by the student body, give an idea of freshman expenditures under ordinary conditions.

Estimated School Expenses for a Freshman

Application Fee.....	\$5.
Tuition.....	200.
General Library and Laboratory Fee.....	10.
Student Activities Fee.....	15.
Books and Supplies.....	35.

\$265.

Freshmen in the Engineering School should add approximately \$25 for the purchase of drawing instruments and equipment.

Estimated Living Expenses Per Week for a Freshman Residing Away from Home

Room Rent.....	\$3.75
Board.....	7.00
Laundry.....	1.00
Incidentals.....	2.00

\$13.75

The figures given above are approximate and may not exactly fit the case of any one student. But they will be found to represent fairly well the cost to a freshman who lives comfortably but without extravagance.

Text Books and Supplies

The Northeastern University Bookstore is a department of the University and is operated for the convenience of the student body. All books and supplies which are required by the students for their work in the University may be purchased at the Bookstore. In addition, the Bookstore also carries a large number of general supplies. The main store is located in Room 259, Main Building. A branch of the store is operated in Room 23, Huntington Building, in which not only school supplies, but also a variety of other articles are sold to meet the needs of students.

Part Time Work

Students who find it necessary to accept part-time jobs, while attending school, may through the Director of Co-operative Work obtain spare-time work doing odd jobs.

No student is justified in assuming that the University will take care of his expenses or guarantee to supply him with work sufficient to meet all his needs.

A student should have available a reserve fund adequate to provide for immediate needs and unexpected contingencies. This should ordinarily amount to at least the first year's tuition plus the student activity and other fees, room rent, and board for several weeks, or a total of about \$500.

Status of Students

The ability of students to continue their courses is determined by means of class-room work and examinations, but regularity of attendance and faithfulness to daily duties are considered equally essential.

When a student elects a curriculum, he is required to complete all courses included therein in order to graduate. No subject is to be dropped, or omitted, without the consent of the Administrative Committee and the approval of the Dean of students.

Any student failing to make a satisfactory record, either in school or practical work, may be removed from his position in practical work, or from the University.

Examinations

Examinations covering the work of the term are usually held at the close of each term. Exceptions may be made in certain courses, where, in the opinion of the instructor, examinations are not necessary.

Condition examinations will be given in all subjects during the week of July 6, 1936 for Division A students, and the week of September 7, 1936 for Division B students. Condition examinations are not given for laboratory courses.

Special examinations may be arranged for only by vote of the Administrative Committee and for all such examinations the University requires the payment of a special fee of five dollars (\$5).

Grades

A student's grade is officially recorded by letters, as follows:

- A superior attainment
- B above average attainment
- C average attainment
- D lowest passing grade
- F failure, removable by condition examination
- FF Complete failure; course must be repeated
- I incomplete
- L used in all cases of the removal of a failure by condition examination or by attendance at summer school.

A mark of F in any subject entitles the student to make up the unsatisfactory work, or to take a condition examination.

A mark of FF denies the privilege of taking a condition examination, the course must be repeated.

A mark of I is used for intermediate grades only and signifies that the course may not have progressed sufficiently far to make possible the giving of a grade or that the student has not had time to make up work lost through excusable enforced absence from class.

A mark of L is used to denote the removal of a failure by condition examination, or by summer term review work.

A student who does not remove a condition before that course is again scheduled, a year later, must repeat the course. A condition in more than one subject involves the loss of the privilege of being a candidate for graduation with the student's class, and may involve the loss of assignment to co-operative work.

The responsibility for the removal of a condition rests with the student, who is required to ascertain when and how the condition can be removed.

Dean's List

A Dean's List, issued at the end of each five weeks, contains the names of upperclass students who have an honor grade average in all subjects during the preceding period. Freshmen who achieve high scholastic standing are included on a Freshman Honor List, which is published at the end of each grading period. No student under disciplinary restrictions is eligible for either of the honor lists.

Report Cards

Reports are issued at the end of each grading period. In addition, a special report on review subjects pursued during the summer term will be issued immediately at its close. Questions relative to grades are to be discussed with the student's faculty adviser.

Students are constantly encouraged to maintain a grade of work which is of acceptable quality. Parents and students are always welcomed by the Dean of Students, the Director of School Administration, and advisers for conference upon such matters.

Parents or guardians will be notified in all cases when students are advised or required to withdraw from the University.

Conduct

It is assumed that students come to the University for a serious purpose, and that they will cheerfully conform to such regulations as may from time to time be made. In case of injury to any building, or to any of the furniture, apparatus, or other property of the University, the damage will be charged to the student or students known to be immediately concerned; but if the persons who caused the damage are unknown, the cost for repairs may be assessed equally upon all the students of the University.

Students are expected to observe the accepted rules of decorum, to obey the regulations of the University, and to pay due respect to its officers. Conduct inconsistent with the general good order of the University, or persistent neglect of work, if repeated after admonition, may be followed by dismissal, or, in case the offense be a less serious one, the student may be placed upon probation. The student so placed upon probation may be dismissed if guilty of any further offense.

It is desired to administer the discipline of the University so as to maintain a high standard of integrity and a scrupulous regard for truth. The attempt of any student to present, as his own, any work which he has not performed, or to pass any examination by improper means, is regarded as a most serious offense, and renders the offender liable to immediate expulsion. The aiding and abetting of a student in any dishonesty is also held to be a grave breach of discipline.

Freshman Advisers

At the time of his matriculation each freshman is assigned to a personal adviser, a member of the faculty, who serves as an interested and friendly counselor during the perplexing period

of transition from school to college. A personal record card is prepared for each student, containing certain pertinent data from his preparatory school record, the report of his physical examination at Northeastern, his scores on psychological tests, the results of placement examinations, and any special notes which may be of significance in advisory work. The aim of the freshman advisory system is primarily to assist students in making an effective start upon their programs and secondarily to acquire for the later use of guidance officers a fund of significant information relative to every freshman. Advisory work is under the direction of a Dean of Students, assisted by a clinical psychologist, who handles the diagnosis and remedial treatment of problem cases.

Upperclass Advisers

The function of the adviser to upperclassmen is somewhat different and tends more toward consultation and suggestion bearing on the student's plans and probable work after graduation.

Attention is not only given to the problems of the student in connection with his studies, but the service is extended to include advice upon any problem in which advice is needed and desired, the aim being to guide the student to the fullest possible personal development.

The school record of each student is carefully analyzed in the light of what could reasonably be expected of him, considering his previous school record, his score on the psychological test, and the other factors in his case. If he is not doing his best work, an investigation is made to determine and eliminate the causes. If he is doing as well as could be expected or better, he is encouraged to continue to do so. In other words, each student is held to the most effective work possible, through advice, encouragement, and assistance.

Students obviously not adapted to the type of work offered, will be definitely and frankly advised to change their goal and type of training. In some instances, this change will necessitate transfer to another institution.

Freshman Year

The first year is not operated on the co-operative plan but is a period of full time study during which the student must demonstrate his fitness for the program which he has elected. Students who are unsuccessful in the basic courses of the freshman year will not be permitted to continue with their advanced program.

Upperclass School Year

The First Semester for Division A begins each year on the second Monday in September, this constituting the beginning of the school year for all upperclassmen.

Scholastic Year for Seniors

Seniors of either division, who are candidates for a degree in the current year, must have completed all academic work, class assignments, theses, regular and special examinations, before twelve o'clock noon of the Saturday next following the close of recitations for seniors.

Attendance

Students are expected to attend all exercises in the subjects they are studying unless excused by the Director of School Administration. Exercises are held, and students are expected to devote themselves to the work of the University, between 9.00 A.M. and 5.00 P.M. except for a lunch period, on every week day except Saturday. Saturday classes are held only between 9.00 A.M. and 1.00 P.M.

No "cuts" are allowed. A careful record of each student's attendance upon class exercises is kept. Absence from regularly scheduled exercises in any subject will seriously affect the standing of the student. It may cause the removal of the subject or subjects from his schedule and the listing of these as conditioned subjects. In case he presents a reasonable excuse for the absence, however, he may be allowed to make up the time lost and be given credit for the work; but he must complete the work at such time and in such manner as his instructor in the course may designate.

Laboratory work can be made up only when it is possible to do so during hours of regularly scheduled instruction.

Absences from exercises immediately preceding or following a recess are especially serious and entail severe penalties.

Attendance at all mass meetings of the student body is compulsory. Exceptions to this rule are made only when the student has received permission from the Director of Student Activities previous to the meeting from which he desires to be absent.

Housing Regulations

The University endeavors to exercise due consideration and care for the student's welfare while he is in residence. This necessitates the adoption of the rules and regulations presented herewith.

1. Assignments will be made when the student registers.
2. Students may inspect rooms before accepting an assignment; after reaching a decision students must notify the office of the Director of School Administration, 351M.
3. Students who accept room assignments must retain them for the period of their residence, unless given permission by the Director of School Administration to change.
4. Students are not permitted to live in unsupervised quarters. Under no conditions are groups of students permitted to lease apartments without prior approval of the Director of School Administration and the Dean of the Day Division.
5. Students are not permitted to engage rooms without the prior approval of the University. Those violating this rule will be required to give up such rooms immediately and will be assigned by the University to approved quarters.
6. Violation of any of the above rules is considered a breach of discipline and will be dealt with accordingly.

Residence

It has been found to be much more satisfactory for the student to live within easy access of Boston, especially during periods in school, than to live out twenty-five or thirty miles. The saving of time and effort more than offsets any increased expense. Residence in Boston is advisable, as it gives the student opportunity to use the college facilities outside of class hours, and to confer more easily with his instructors about his college work. It also gives him a wider range in the choice of a co-operative job, since he can readily report for early work, if necessary, which is often impossible if the student lives at a distance from Boston. Moreover, residence in Boston gives the student close connection with the activities of college life.

Dormitories

At present the University does not maintain dormitories. Provision, however, is made for students to secure rooms in the vicinity. Many freshmen prefer to take room and board at the fraternity houses, which are all supervised by the University through faculty advisers. For information relative to such housing write the Director of Admissions.

Rooms in the dormitory of the Huntington Avenue Branch of the Boston Y.M.C.A. may be secured only through the Housing Department of the Y.M.C.A. The applicant must present himself in person to a representative of the Department before assignment will be made.

Applicants desiring to room in the Association dormitory are advised to write the Housing Department of the Huntington Avenue Branch, 316 Huntington Avenue, Boston, Massachusetts.

Freshman Orientation Period

In order that freshmen may be ready to pursue their academic work with greater composure and be somewhat acclimated preceding the beginning of scholastic work, three or four days prior to the first term are devoted to a freshman orientation period. During this time freshmen are advised as to school administration, and assisted in every way possible in order that they may be prepared to begin serious study and work on the first day of the school term. All freshmen are required to attend all exercises at the University scheduled during the orientation period.

An optional feature of the orientation program is the freshman camp conducted under the auspices of the Student Union. The camp was instituted in the fall of 1933 particularly for out-of-town students, although commuters are welcomed. It aims at providing a stimulating and wholesome environment under vacation conditions in which the new men may become acquainted with one another and with members of the faculty. The camp site on Lake Massapoag in the northern part of Massachusetts is admirably equipped for this purpose, having ample facilities for baseball, basketball, boating, and swimming. The cost of the two days at camp is nominal and most freshmen avail themselves of this opportunity for recreation prior to the beginning of the school year.

Physical Examination

All freshmen receive a thorough physical examination at the University during the orientation period. All students are expected to report promptly at the appointed time for examination. Those who fail to appear at the appointed time will be charged a special examination fee of two dollars (\$2).

Buildings and Equipment

Boston—A Great Educational Center

The fact that Northeastern University is in Boston broadens the educational and cultural opportunities of its students. Few other cities in the country are so rich in the finest elements of American life. Many of its historic buildings, such as the Old State House, Faneuil Hall, and the Old North Church, have become museums for the preservation of old documents, paintings, and other collections representative of early Colonial life. The Boston Public Library and the Museum of Fine Arts, both within a few blocks of the University Buildings, are widely noted for their treasures of literature and art. Even nearer to the University is Symphony Hall, home of the world-famous Boston Symphony Orchestra. And the many churches within Greater Boston not only afford the opportunity of hearing distinguished preachers but through their student clubs and young people's societies make possible for students a fine type of social and intellectual life.

Location

The University is housed in three buildings: the Main Building, the Laboratory Building, and the Huntington Building.

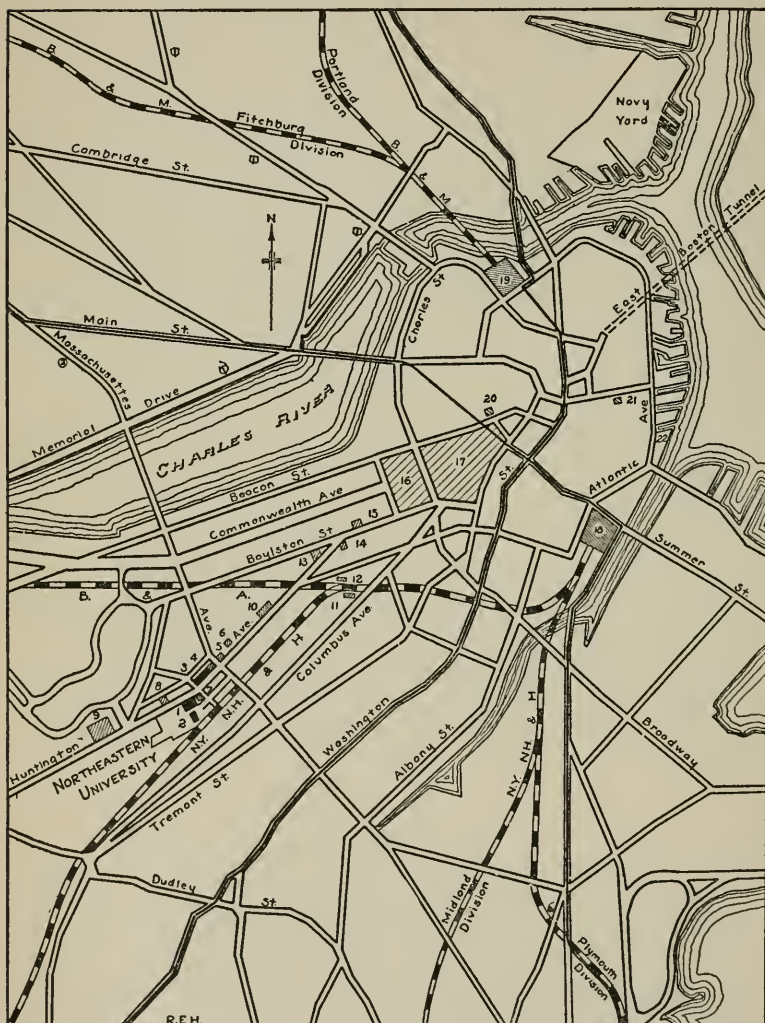
These buildings are located on Huntington Avenue, just beyond Massachusetts Avenue, and are within easy access of the various railroad stations, and the business and residential sections. A map indicating the location of University Buildings is shown on page 54.

Transportation

The chief railroad centers of Boston are the North and South Stations. From the North Station board a car going to Park Street, at which junction transfer to any Huntington Avenue car. At South Station board a Cambridge subway train for Park Street Under. There change to a Huntington Avenue car and alight at Gainsborough Street, at the Main Building of Northeastern University.

Administration Building

In the administration building, besides various offices, there are libraries, class rooms, reading rooms, and social rooms.



MAP SHOWING NORTHEASTERN UNIVERSITY AND VICINITY

*Key to Map**Northeastern University and Vicinity*

1. MAIN BUILDING
2. LABORATORY BUILDING
3. HUNTINGTON BUILDING
4. SYMPHONY HALL
5. HORTICULTURAL HALL
6. CHRISTIAN SCIENCE CHURCH
7. NEW ENGLAND CONSERVATORY OF MUSIC
8. BOSTON OPERA HOUSE
9. BOSTON MUSEUM OF FINE ARTS
10. MECHANICS EXHIBITION HALL
11. BACK BAY STATION
12. TRINITY PLACE
13. BOSTON PUBLIC LIBRARY
14. TRINITY CHURCH
15. MUSEUM OF NATURAL HISTORY
16. BOSTON PUBLIC GARDEN
17. BOSTON COMMON
18. SOUTH STATION
19. NORTH STATION
20. STATE HOUSE
21. U. S. CUSTOMS HOUSE
22. ROWES WHARF

Activities Assembly Hall

The Jacob P. Bates Hall has a seating capacity of 500. A large stage, suitable for entertainments of various kinds, is available. The hall is equipped with a motion picture machine.

Bates Hall is an important center for various student activities. Here the band has its rehearsals, the glee club gives its entertainments and some of the dramatic work is presented. Numerous student socials and small group dinners frequently are held here.

Recitation Building

The Recitation building is 196 feet long and 58 feet wide and six stories high; in the basement are the heating and ventilating plants. The first floor is taken up with game, social and club rooms, and a small assembly hall seating 150. On the second and third floors are located class rooms and offices. The fourth floor contains a science lecture room completely equipped, a physics laboratory, three chemical laboratories, three drafting rooms, two recitation rooms, and department offices. The fifth and sixth floors are used as dormitories.

Natatorium

This building, one of the finest of its kind, is located between the Assembly Hall and Gymnasium, and is easily accessible from the locker rooms of the latter. The swimming pool is 75 feet long by 25 feet wide, and is under a glass roof, admitting floods of sunshine. The pool is supplied with filtered salt water from an artesian well and is heated to the proper temperature by an elaborate system of pipes.

Gymnasium

This structure, the funds for which were provided by the relatives of the late Samuel Johnson, is known as the Samuel Johnson Memorial Gymnasium. The gymnasium provides the following facilities: three gymnasiums, a twelve-lap running track, two large exercise rooms, boxing and wrestling rooms, handball and squash courts, bowling alleys, showers, steam baths, massage rooms, and electric cabinet baths.

Lecture Assembly Halls

Through special arrangement, Jordan Hall, Symphony Hall, and the Boston Opera House are made available for assembly purposes. These halls provide ample space for student activity assemblies and for special lectures by noted men. All the students in school at any period assemble for one hour each week through-

out the school year. More than half of the assembly sessions are devoted to interests and activities developed by the students themselves. The other assembly periods are devoted to special lectures, sometimes under the direction of the student body and sometimes under the direction of the faculty. The special lectures are devoted to those elements of life which count most in the development of a man's viewpoint and his character.

Huntington Building

In addition to the large recitation building previously mentioned the Huntington Building provides a large area for class rooms and offices. In the Huntington Building are located offices of the Director of Student Activities, Director of Health and Physical Training, Executive Secretary of the Northeastern Student Union, and most of the student advisers. Thus the student body is brought directly into contact with the various members of the faculty. In this building also are the lecture and assembly rooms for large groups within the student body; the special class rooms for Physics, Mathematics, and Mechanical Drawing; and student social and reading rooms.

Laboratory Building

The Laboratory Building is located directly behind the Main Building. In it are located laboratory rooms for accounting courses, the mechanical and electrical engineering laboratories, an industrial chemistry laboratory, and offices for a number of the faculty, as well as conference rooms for students. There are some recitation rooms of the non-laboratory type. The Laboratory Building contains a large variety of equipment for experimental purposes in the various fields of industry.

Equipment for Physical Training

Northeastern has exceptional facilities for all-round physical training. The gymnasium is one of the most complete in New England. Adjoining the building is a large field equipped for athletics. Here are four tennis courts, outdoor gymnasium, rifle range, baseball cage, basketball court, jumping pits and a track with a 100-yard straightaway.

Northeastern University owns and operates a large athletic field a short distance from the University. This field, known as the Huntington Field, provides ample facilities for track, baseball, football, and other outdoor sports. A bus service is maintained between the field and the University which makes it possible for students to get back and forth with a minimum loss

of time. A new and commodious field house has recently been erected at the field as well as ten sections of stadium seats capable of seating 2,000 spectators.

Libraries

1. The libraries of Northeastern University consist of several thousands of carefully selected volumes. In these libraries the students of the University have available for their use literary, technical, and reference volumes, together with current periodicals. The library is open from 9.00 A.M. to 10.00 P.M. daily.

2. The Boston Public Library. All members of the University whether resident or non-resident students, have the privilege of taking books from the Boston Public Library and of using the library for general reference and study. Inasmuch as this is one of the best in the country, it presents unusual opportunities to the students. Within a five minutes' walk from the University, it enables students to have unlimited reference at any time to books and periodicals bearing upon their studies.

Business Administration Laboratory

Equipped particularly for thesis and statistical work this laboratory contains several different types of calculating machines, both manual and electrical drive, adding machines, typewriters, slide rules, graph reading devices, duplicating machines, a complete set of Moody's Manuals, several weekly business services, a reference library, the Standard Rate and Data Service, and appropriate maps and charts. The laboratory is open throughout the school day, whenever classes are not scheduled in it, for the use of students. A student assistant from the senior class is in attendance continuously to give instruction in the use of the several machines and to maintain the laboratory in proper working order.

Field Instruments of Civil Engineering

For work in the field the Civil Engineering Department possesses various surveying instruments representing the principal makes and types in general use.

The equipment includes six surveyors' compasses, two Keuffel and Esser transits, five Buff and Buff transits, one Buff and Buff triangulation transit, three Berger transits, one Hutchinson transit, two Wissler transits, one Gurley transit, one Poole transit, three Berger levels, two Keuffel and Esser levels, two Buff and Buff levels, one Bausch and Lomb precise level, two Gurley plane tables, two Buff and Buff plane tables, two Keuffel and Esser plane tables, and one Berger plane table.

There are Locke hand levels, lining rods, leveling rods, stadia rods, tape rods, engineers' and surveyors' chains, steel and metallic tapes, one 100-foot Invar steel tape, and all the miscellaneous equipment necessary to outfit the parties that the instruments will accommodate. The extent of the equipment and scope of the field work itself are designed to train the student's judgment as to the relative merits of the various types of field instruments.

For instruction in advanced surveying the equipment consists of an Invar steel tape and base line tapes, with the necessary spring balances, thermometers, etc. for base line work. Equipment for converting some of the better transits into instruments capable of stellar and solar observations is available together with a Berger solar transit. For triangulation a Berger 10 second repeating theodolite and a Buff and Buff 20 second repeating precise triangulation transit are used. A Buff and Buff Coast and Geodetic level and Coast and Geodetic level rod enables precise leveling. For barometric leveling there is an aneroid barometer, and for hydrographic surveying a sextant and a Gurley electric current meter.

The equipment for the drafting room includes a one minute protractor, a curved ruler, a planimeter, steel straight edges, a complete set of railroad curves, and a Monroe electric calculator.

Mechanical Engineering Laboratories

The Mechanical Engineering Department has a well equipped laboratory, containing new and modern machines run by steam, gasoline, water, and electricity. A separate high-pressure steam line connected directly with the boilers in the main building enables the steam-driven apparatus to be run with steam under full boiler pressure.

The steam apparatus located in the laboratory includes the following equipment. A Uniflow steam engine of fifty horsepower capacity and of the latest design is so equipped that a complete engine test may be run on the machine. The auxiliary apparatus connected with the engine includes a prony brake for measuring the output of the machine and a surface condenser is tied in with the exhaust line in order to obtain the steam consumption. A Chicago steam-driven air compressor is arranged to make complete tests on both the steam and air ends of the machine. This compressor is also connected to a surface condenser. A Warren direct-acting steam pump is connected up to run a standard pump test, the steam end being tied in with a surface condenser and the water end with a rectangular weir for measuring the quantity of water delivered by the pump. A twelve horse-power Curtis steam turbine of the impulse single-stage type, to which is directly connected an absorption dyna-

momenter or water brake, is available for testing. The steam end of this turbine is piped to a Worthington surface condenser and also to a Schutte-Koerting ejector condenser. A small Sturtevant horizontal steam engine is equipped for a complete test with a prony brake for the measurement of power output. Other steam-driven apparatus includes a steam pulsometer pump, a steam injector, two small vertical steam engines for valve setting experiments, and a heat exchanger for determining heat transfer between steam and water.

The hydraulic equipment in the laboratory includes a two-stage centrifugal pump with a dual drive or separate drive as may be desired. The drive is either direct from a 15 horsepower direct current motor or else direct from a Lee single-stage steam turbine. A new six stage centrifugal pump direct-connected to a 40 horsepower direct current motor has been installed for testing purposes. The motor through a speed regulator has a range in speed from 900 R.P.M. to 2200 R.P.M. The pump is rated at 180 G.P.M. against a head of 450 ft. The capacity of the pump is measured by a Venturi tube of the latest design. There is also a rotary pump driven direct by an electric motor. Other machines of a hydraulic nature are a triplex power pump, driven by a five horsepower electric motor, a hydraulic turbine of the Pelton Wheel type, a small single-stage centrifugal pump driven directly by a $\frac{3}{4}$ -horsepower gasoline engine, a triangular and a rectangular weir for measuring quantities of water discharged by the various pumps in the laboratory, besides the necessary tanks, platform scales, and hook gauges.

Under the gas laboratory equipment may be listed a Fairbanks-Morse ten horsepower gasoline and oil engine, so arranged that tests may be run using various kinds of fuels and complete test data obtained; a Ford automobile engine arranged to run tests with different fuels and carburetors; 2 gasoline airplane engines for demonstration purposes and several types of internal combustion engines for testing and demonstration work.

The equipment under the heading of Refrigeration includes a $\frac{3}{4}$ -ton Frick ammonia refrigerating machine and a small Frigidaire sulphur dioxide machine of the household size. Both of these machines are arranged for testing purposes. A small Triumph compressor is also available for demonstration work.

For heat treatment, an electric furnace is available with a pyrometer for temperature measurements. A Brinell hardness tester makes possible tests on various metals for determining their hardness. Under oil testing apparatus is a Saybolt Universal Viscosimeter for viscosity determination and a flash-point and fire point tester for different grades of oil. For finding the heating values of fuels, an Emerson bomb calorimeter is used with necessary gauges and thermometers, Apparatus is also

available for gauge testing, measuring flow of air, steam, and water, prony brake testing, determining the quality of steam by means of a throttling and a separating calorimeter, test on an air blower and friction of drives.

The steam power plant is also used for testing purposes. The plant is equipped with a flow meter in the feedwater line, steam pressure gauges, scales, electrical meters, thermometers, indicators, draft recorders, Orsat apparatus, CO₂ recorder and other equipment necessary for complete power plant tests. The plant consists of four horizontal return tubular boilers, three of which are equipped for burning coal and one for burning fuel oil; various auxiliary appliances as feed water pumps, feed water heater, oil fuel pumps, and separators; and four three-wire generators, three of which are driven by Ridgeway reciprocating steam engines, and the fourth is direct connected to a Westinghouse-Parsons steam turbine.

This places at the disposal of the students well equipped and up-to-date engineering laboratories and enables them to carry on boiler tests, with both coal and oil as fuel, determine the efficiencies of various fuels, obtain the efficiency of modern reciprocating steam engines of different types, and test air compressors, fans, pumps, water wheels, and gas-engines. This renders the student familiar with the various auxiliary appliances of a modern power plant and links up the class-room instruction with laboratory tests.

Electrical Engineering Laboratories

A large area in the basement of the Laboratory Building is given over to electrical laboratories which are of three types: the dynamo laboratory, the measurements laboratory, and the high tension laboratory.

Dynamo Laboratory

This laboratory is equipped with sixty generators and motors of different types, the size and voltage ratings being selected to reduce as much as possible the risk from high voltage apparatus while making available to the student commercial apparatus such that the various quantities it is desired to measure will be of reasonable dimensions.

Machines from five to twenty-five kilowatt capacity are used principally for this reason, but also because the student in his engineering practice early comes in contact with large and varied machinery in power houses and electrical plants generally.

For D. C. working, among others there are two sets of specially matched direct current six-kilowatt, 125-volt compound generators, which will still work as shunt machines. In one the two

generators may be joined by a coupling so that they may be used for "pump-back" testing. The other pair are driven individually by ten-kilowatt, 230-volt motors and used principally for parallel operation and similar work. A large 230-volt, 12-kilowatt, 200 R.P.M. Sturtevant motor is used for retardation tests, and an assortment of series, shunt and compound motors each fitted with brake wheels are used for routine motor testing.

For A.C. working there is a fifteen-kilowatt (eighty per cent p.f.) three-phase, 230-volt alternator driven at sixty cycles by a twenty-five horsepower Westinghouse motor, a 7.5 kilowatt special G.E. machine with special armature taps so that it may be used as single-phase, two-phase, three-phase or six-phase synchronous motor.

Two 12.5 kilowatt (eighty per cent, p.f.) G.E. machines having each armature coil tapped out separately, also giving the above phase arrangements, each driven by its own motor are available for use either as synchronous generators or as motors; a five-kilowatt Holtzer Cabot machine with three rotors, making it available as either a squirrel cage, wound rotor, or synchronous machine; a G.E. single-phase clutch motor, a type R.I. induction motor, a Wagner single-phase motor; two Wagner motors arranged for concatenation control, two five-kilowatt Holtzer three-phase synchronous converters, a Westinghouse 7.5-kilowatt, two-phase motor and a ten horsepower Fynn-Weichsel Unity power factor motor.

For transformers there are six single-phase G. E. type H units wound for 550 volts primary and 220-110 volts secondary; two sets of transformers with Scott transformation taps, and a Type R. O. constant current transformer, primary winding for 220-190 volts and secondary for 6.6 amperes, 310 volts maximum fitted with a load of eighty candle power 6.6-amperes, sixty-watt nitrogen filled tungsten lamps, and a pair of 550-220 110 volts G. E. three-phase transformers of 7.5-kva capacity. There is also a full equipment of necessary control and regulating appliances and eighteen movable test tables fitted with the necessary terminals, switches, circuit breakers, etc., for setting up the various combinations required from time to time. Each student when performing an experiment does the complete wiring, no apparatus in the laboratory being found permanently wired up except as to its normal, self-contained circuits.

Power is supplied over a special set of feeders, by one or both of two special units in the power house which when on laboratory service are cut clear from any other service whatsoever and potentially controlled from the laboratory.

There are also speed governors and Tirrel regulators, both A.C. and D. C., capable of being used with any special machines found desirable at any particular time.

High Tension Laboratory

For high tension work there have been installed a pair of General Electric transformers of 8-kva. capacity at 100 kilovolts. A special room in the laboratory has been equipped for cable and insulation testing. The auxiliary equipment includes the necessary sphere gaps, induction regulators, calibrated voltmeters, etc., the transformers being supplied from a special motor-driven generator. The set has been supplied with the necessary kenotron tubes and controls for the rectification of the high potential alternating current for direct current working.

A 4000 ampere, low voltage transformer with regulator for current control is available for the study of the effects of heavy currents in conductors, switches, and contacts.

Electrical Measurements Laboratory

This laboratory is equipped with apparatus of two distinct types, first, that planned fundamentally for teaching the principles of measurements and, second, that which is used in teaching advanced standardizing methods as well as for keeping the instruments in daily use in the other laboratories and in the power house, properly calibrated.

It is supplied with three sets of small storage cells for 500-volt calibration work and a set of twelve 500-ampere-hour cells for current work.

The apparatus used in the first type of work includes the customary devices used in resistance measurement by Ohm's law, direct deflection and substitution methods, voltmeter methods for high resistance, insulation resistance, specific resistance, use of slide wire and Wheatstone bridges, electrostatic capacity, Poggendorf's method of E. M. F. comparison, loop tests for ground, etc.

For the second type of work there is a laboratory standard Wheatstone bridge, two Kelvin bridges (one of the self-contained type), a Leeds Northrup type Carey-Foster bridge and equipment, two potentiometers with auxiliary apparatus of volt boxes, standard cells, standard shunts of 10, 100, and 500 amperes capacity, a set of resistance standards of Bureau of Standards, and another of Reichsanstalt patterns, also a complete set of Inductance and Capacity Standards; Weston standard current transformer, Weston laboratory standard triple range voltmeter, ammeter and wattmeter for alternating current work and all necessary galvanometers carried on Julius suspensions.

Other equipment includes complete Reichsanstalt daylight type photometer equipment, Westinghouse oscillograph with full equipment, including a variable 1,000 ampere standard shunt and slow speed film holder, a General Radio Company Vibrating String Oscillograph, special Cathode Ray oscillograph and a

capacity bridge working to one micro-micro-Farad. Micro-ammeters, vacuum tube voltmeters, electrostatic voltmeters, thermal meters, standard wave meter, standard Vreeland oscillator, piezo crystals, and other equipment for radio measurements. Briefly, the laboratory is equipped for practically any work in electrical measurements outside the absolute determinations as carried on in National standardizing laboratories.

The Instrument Room is supplied with eighty-five high grade General Electric Co. and Western Electric Instrument Co. alternating current voltmeters and ammeters with a number of potential and current transformers, and with nine polyphase and fourteen single-phase indicating wattmeters, each of double current and double voltage ranges.

For direct current working there are seventy-five voltmeters (of triple range), ammeters and millivoltmeters of the above makes. There are thirty-five standard shunts of ranges from 10 to 100 amperes with uniform drops of fifty millivolts to go with the millivoltmeters.

There is also a large and varied assortment of auxiliary equipment such as sliding rheostats for circuit control, non-inductive loading resistance, air core loading reactances, frequency indicators, power factor indicators, etc.

Chemical Engineering Laboratories

The laboratories are arranged in four units, one for each of the general branches of chemistry; i.e. inorganic, analytical, organic, and industrial, the equipment having been carefully selected to meet the requirements of each type of work.

Analytical Laboratory

The laboratory for analytical work is well supplied with the usual resistance glass, silica ware, alundum ware, porcelain ware, platinum crucibles, and electrodes for alloy analysis, as well as apparatus for special work. The balance room connected with this laboratory is well equipped with the latest type of "chainomatic" notched beam balances.

The special equipment includes a Freas electric drying oven capable of adjustment for varying temperatures, a Hevi-duty electric furnace for use in ignition and fusion work, as well as Muffle, Fletcher, and gas combustion furnaces. An Emerson bomb calorimeter, together with a Parr sulfur photometer is available for work with coal and fuel oils. Gas analysis apparatus of both the Orsat and Hempel types is available, a Kimley electro-analysis machine upon which copper, lead, nickel, and zinc can be determined, and a Hoskins electric combustion furnace suitable for use in steel analysis. Included in the other

equipment is a saccharimeter, Babcock milk tester, Saybolt and Engler viscosimeters, New York State and A.S.T.M. open cup flash point testers. Conradson carbon residue tester, A.S.T.M. "sulfur in burning oil" tester, Mackey spontaneous combustion apparatus, rubber and Soxhlet extraction apparatus, Bausch and Lomb microscope fitted with vertical illuminator, La Motte hydrogen-ion determination set, two Leeds and Northrup potentiometers with accessories for hydrogen-ion determinations, electrometric titrations, and investigations of conductivities of solutions.

Organic Laboratory

The laboratory for organic work is especially equipped with steam lines for steam distillation purposes, also special vacuum distillation apparatus and the necessary coil condensers, extraction flasks and other efficient apparatus for the technique of organic experimentation and qualitative analytical work, besides the usual steam baths, drying closets, vacuum and compressed air lines and hoods. The common chemicals, including organic solvents, acids, bases, and salts are available in the laboratories for general use at all times. At the end of the laboratory, conveniently located, is a fully equipped stock room, from which any other chemical, organic or inorganic, and special apparatus can be obtained.

Industrial Chemistry Laboratory

The laboratory for industrial chemistry is used by students taking chemical plant design and for preparing theses. It is equipped with high pressure steam, compressed air, vacuum, high and low voltage lines, and other facilities usually found in a chemical laboratory. Processes are carried out on a semi-industrial scale and ample opportunity is provided for research. The laboratory contains necessary equipment for the verification of laws of filtration, agitation, flow of heat, gas absorption, crushing and grinding, flow of fluids and drying. There is also included equipment for studying electro-chemical processes, such as electrolysis, electroplating and electroforming. Special equipment is designed and erected as the demand arises. Some of the types of equipment found are: a plate and frame filter press, with frames of varying thicknesses; a jaw crusher; an orifice, an absorption tower, an Allen-Moore electrolytic chlorine cell, a Holtzer Cabot motor generator unit, a high temperature gas furnace, an electric furnace, an electric agitator together with pyrometers, ammeters, voltmeters, rheostats, and other accessories.

Design and Drafting Rooms

The School possesses large, light, and well-equipped drawing rooms for the carrying on of the designing and drafting which forms so important a part of engineering work. These rooms are supplied with lockers containing the drawing supplies, and files containing blue prints, and photographs of machines and structures that represent the best practice. Drafting room blackboards are equipped with traveling straight edge devices which facilitate speed and accuracy in blackboard demonstrations.

Physics Laboratory

The Physics Department has a large laboratory, completely equipped with all necessary apparatus for experimental work required for college courses in Physics, for the student's use in Physics Laboratory as well as that required for lecture demonstration. The laboratory is equipped so that most of the experiments are performed by each student individually. The apparatus includes: verniers, micrometers, vacuum pump, maximum and minimum, and wet and dry bulb thermometers, spirometer, planimeters, pyrometer, sonometer, spectrosopes, spectrometer, recording and aneroid barometers, beam balances, standard gram weight, conductometer, electric calorimeter, iceland spar, and a radiometer. Among the various pieces of electrical demonstration apparatus are many fine large instruments including a demonstration ammeter 28 inches wide and 24 inches high with an illuminated scale and an induction coil used in the study of conduction of electricity through gases. The latter is 18 inches long and 15 inches high and is one of the newest type made by a large manufacturer of X-ray outfits. Other demonstration apparatus recently added to the equipment includes an organ pipe, a Savart's wheel, manometric flame apparatus, sets of large tuning forks, a differential tuning fork, wave motion apparatus, vacuum tubes, electroscope, electrophorus, and a Kundt's tube. The above apparatus gives a wide range for experimental work which can be performed by the student, as well as a full set of equipment for demonstration purposes.

Student Activities

NORTHEASTERN University regards student activities as an integral part of its educational program. One of the main departments of the University is charged with the responsibility of co-ordinating the various types of activities and of administering the social, musical, literary, and athletic organizations in such a way as to enable each to contribute in a wholesome, worth while manner to student life at Northeastern. Every student is encouraged to participate in such activities as may appeal to him, although a standard of scholarship which is incompatible with *excessive* devotion to such pursuits is required of all students.

Members of the faculty also are interested in the informal aspects of the college program. Teaching loads are kept sufficiently low so that the instructional staff may have ample opportunity to mingle with students outside of the classroom in social activities and on the athletic field. In fact some member of the faculty is appointed to serve as adviser for each student activity. His function is not to dictate how the organization shall be run, but to encourage the students in their extra-curricula endeavors and to give them the benefit of his mature point of view in solving the problems that inevitably arise.

One of the outstanding contributions of the co-operative plan in the field of higher education has been its capacity to develop in students those powers of social understanding that are so essential to success in professional life. At Northeastern the program of student activities is made to contribute to this end in a very real way. It is a conscious aim of the student activities advisers to develop those qualities of personality and character among their advisees which will enhance their usefulness as future professional men and citizens. Students have splendid opportunities to develop administrative and executive ability as leaders of undergraduate organizations. No academic credit is awarded for any student activity. This has been no deterrent, however, to student participation in extra-curricula activities for a recent survey of the undergraduate body showed that over 90% of the enrollment were engaged in one or more forms of student activity.

Athletic Association

All students in the Day Division are members of the Northeastern University Athletic Association. Policies of the association are passed upon by a Faculty Committee on Student Activities appointed by the vice-president in charge of the Day

Division. This committee decides what students are eligible to participate in athletics, what the various sports schedules shall be, and what students may be excused from classes to represent the University on athletic trips.

The actual administration of the athletic program is in the hands of a second committee, known as the General Athletic Committee, which consists of the Director of Student Activities, the captains and managers of all varsity teams, and the coaches as *ex officio* members.

The University maintains both varsity and freshman teams in basketball, baseball, football, hockey, and track. Intercollegiate games and meets are arranged with the leading colleges in the East. In addition to intercollegiate athletics the athletic association conducts an intramural program in various sports.

Fore Paw Society

For the purpose of assisting in the reception and entertainment of visiting athletic teams, students have organized what is known as the Fore Paw Key Society. The membership is self-perpetuating and comprises members of the various athletic squads. The society arranges for welcoming visiting athletes, for housing them, and endeavors to make their stay in Boston a pleasant one.

Tennis Club

The Northeastern University Tennis Club is open to all undergraduates. The Department of Student Activities appoints a faculty adviser who assists the members in conducting an intra-mural tennis tournament, the final match of which is part of the Field Day program at Riverside. Excellent facilities for tennis are afforded on the courts adjacent to the Main Building of the University. In the early spring members of the Tennis Club have access to the gymnasium for indoor practice.

Mass Meeting

The hour from 12.00 to 1.00 on Wednesdays throughout the year is set aside for mass meetings. Attendance is compulsory. Arrangements are made to bring before the student body some of the ablest and foremost thinkers of the day. A list of speakers for the current year will be found on page 17 of this catalogue. When the mass meeting hour is not occupied by a University lecturer, class meetings, concerts, or athletic rallies are held instead. Such gatherings are under the direction of the Department of Student Activities.

"The News"

A college newspaper called the "Northeastern News" is published each week throughout the school year by a staff elected from the student body. The copy is prepared, edited, and published by the students themselves with the counsel of a faculty adviser. Opportunity is afforded for the students to express their opinions on subjects relating to study, co-operative work, social events, or topics of the day. Positions on the News staff and promotions are attained by competitive work. The paper is in part supported by advertising, both national and local, and in part by a portion of the student activities fee. The Northeastern News is a member of the Eastern Intercollegiate Newspaper Association, and sends one of its editors to the annual convention of this association each year. Copies of the News are mailed to upperclass men when they are at co-operative work, and to freshmen after the close of their school year.

"The Cauldron"

The senior class publishes annually a college year book, "The Cauldron". It is ready for distribution in the latter part of the second semester and contains a complete review of the school year with class histories, pictures of all seniors, of the faculty, and of undergraduate groups, as well as a miscellany of snapshots and drawings contributed by students.

The Handbook

Each fall the Northeastern Student Union issues a conveniently sized student Handbook which is sold to students at a nominal price. The book contains information about the various school clubs, athletic programs, fraternities, rules governing freshmen, lockers, publications, and so on. The Handbook also includes a diary for the school year in which it is issued.

Student Council

Student government at Northeastern University is vested in the Student Council, composed of elected representatives from the various classes and four students elected at large by members of the Council. The Council is the supreme authority on all matters relating to student policies not definitely connected with class functions and proceedings. It has jurisdiction, subject to faculty approval, over all such matters as customs, privileges, campus regulations, etc. and meets regularly each week to consider and act upon issues referred to it for decision.

The Senate and the Sigma Society

The Senate of Northeastern University is the Engineering Honorary Society. A similar society, known as Sigma Delta Epsilon, or the Sigma Society, elects its membership from among outstanding students in the field of business. Election to these honorary fraternities is founded primarily upon scholarship, but before a man is privileged to wear the Honorary Society insignia he must display an integrity of character and an interest in the extra-curricula life of the University as well as an acceptable personality. Each Society has a list of members consisting of the outstanding men in the Day Division. Election to an honorary society is the highest honor that can be conferred upon an undergraduate.

Fraternities

There are at present eleven local Greek letter fraternities chartered by Northeastern University. Each fraternity is provided with a faculty adviser who is responsible for the proper administration of the fraternity house under the rules and regulations established by the faculty. The list of fraternities in the order of their establishment is as follows:

- | | |
|-----------------------|---------------------|
| 1. Alpha Kappa Sigma | 6. Phi Beta Alpha |
| 2. Beta Gamma Epsilon | 7. Phi Gamma Pi |
| 3. Eta Tau Nu | 8. Sigma Phi Alpha |
| 4. Nu Epsilon Zeta | 9. Kappa Zeta Phi |
| 5. Sigma Kappa Psi | 10. Gamma Phi Kappa |
| 11. Sigma Delta | |

Elected representatives from each fraternity make up an Inter-Fraternity Council, a body which has preliminary jurisdiction over fraternity regulations. Its rulings are subject to the approval of the Faculty Committee on Student Activities.

Fraternity Scholarship Shield

Annually at a mass meeting of the student body a fraternity scholarship shield is awarded to the fraternity with the best scholastic average for the preceding year.

Professional Societies and Clubs

To assist in the promotion of social, cultural, and intellectual advancement through informal channels, a number of professional societies and clubs are sponsored. Among others the following organizations of this type are active in the Day Division:

National Engineering Societies

The civil engineering students have a student chapter charter from the Boston Society of Civil Engineers with which organization they are associated as student members with all privileges of the society except that of voting. This student chapter is called the Northeastern University Section of the Boston Society of Civil Engineers. For several years the parent society has awarded a \$100 scholarship in memory of Desmond Fitzgerald to the outstanding student member of the Northeastern University section.

In a like manner mechanical engineering students have been granted a student chapter of the American Society of Mechanical Engineers, and electrical engineering students enjoy a student chapter of the American Institute of Electrical Engineers.

In 1925 under charter granted by the Northeastern Section of the American Chemical Society a student chapter was established. Its membership is open to second, third, and fourth year students of the Chemical Engineering Course who have been approved by the membership committee. Meetings are held once a month, and the members are further privileged to attend meetings of the Northeastern Section, which are held in the Walker Building, M. I. T. Representatives of the Northeastern Chapter frequently go on the field trips conducted by the section.

The Society of Industrial Engineers, the newest national engineering society, has also established a student branch at Northeastern.

Affiliated Technical Societies of Boston

Membership in the student sections of the Boston Society of Civil Engineers, the American Society of Mechanical Engineers, or the American Institute of Electrical Engineers also includes membership and privileges of the Affiliated Technical Societies of Boston. This organization is an affiliation of all the major technical societies of Boston and vicinity and provides very valuable lectures, smokers, and informal meetings with the outstanding men engaged in engineering work in Boston and vicinity.

American Management Association

The Northeastern Chapter of the American Management Association is a professional society within the School of Business Administration that promotes the study of finance, marketing, and office management. The chapter conducts monthly meetings at which eminent speakers discuss modern business topics. Each member receives helpful material from the parent organization. Membership is limited to the three upper classes.

International Relations Club

The International Relations Club was founded in 1932 for the purpose of studying and discussing those national and international events and issues which are daily transpiring within and without our borders and which vitally concern our American life and institutions.

It is the intention of the club to deal with all questions in an impartial and a broadminded manner, and to take an intelligent and effective part in promoting international understanding and harmony. The club maintains contacts with similar organizations in other colleges.

Membership is not open to freshmen, and only to those upper classmen who maintain good scholarship.

Banking Club

The purpose of this organization is to increase the knowledge of the theory and practice of banking among its members. Any student of Northeastern University, while enrolled in any of the banking courses of the Day Division, is eligible to active membership in this club. Meetings are held each five week period at which banking executives from Greater Boston are invited to discuss current issues in the field of banking.

High School and State Clubs

Students from high schools and preparatory schools that have a large representation in Northeastern have organized High School and State Clubs. These clubs offer an opportunity for old friends to get together, talk over home town and state affairs, and plan various social activities. Among the present active organizations of this type are the Mechanic Arts Club, the Greater Lawrence Club, the Haverhill Club, the North Shore Club, the Brockton Club, the Salem Club, the Newton Club, the Lowell Club, the Mainiacs, the Twin State Club, the Nutmeg State Club, and the Empire State Club.

Representatives from the various High School and State Clubs have formed an Inter-Club Council for the advancement of their joint interests.

Rifle Club

Organized a number of years ago, the Rifle Club was so successful that in 1933 riflery was recognized as a minor sport. Members of the club are given instruction in the art of rifle shooting and those students who excel in intra-mural competition are selected for the team representing the University in intercollegiate contests. Practice sessions are held twice a week in the University rifle range. Membership is open to all students.

Musical Clubs

The Department of Student Activities sponsors the following musical clubs: an orchestra, a band, a glee club, a banjo club, and a dance orchestra, for which all students with musical ability are eligible. Membership in the various musical clubs is attained by competitive effort.

Each organization has a faculty adviser and each elects a representative to the Musical Clubs Council. The purpose of this council is to co-ordinate the various musical activities of the Day Division. At the annual Musical Clubs Banquet, held early in the spring, gold charms are awarded to the leaders and managers of the several clubs and to members who have played over a period of three full years.

The various musical clubs combine in an annual mid-winter concert held in Jordan Hall and participate in occasional outside public engagements throughout the school year.

Dramatics

One of the outstanding social events of the year is the annual school show produced by the students under the direction of competent dramatic coaches. The show provides an opportunity for a large number of students to participate in the many phases of amateur dramatics.

Class Organization and Activity

Each of the classes in the Day Division elects its officers and carries on activities as a class. Freshmen are required to wear the red cap distributed through the Department of Student Activities in order that they may be readily distinguishable to each other and to upperclassmen.

One of the outstanding social events of the year is the Junior Promenade. Field Day, held at Riverside in early June each year, is also under the auspices of a committee of students representing the various classes. Field Day provides an opportunity for students, their friends, and alumni to get together in a delightful environment along the banks of the Charles River for a day of water sports, games, and dancing.

The Northeastern Student Union

The purpose of the Northeastern Student Union is to carry out the work of a Christian Association within the University. It endeavors to deepen the spiritual lives of Northeastern men through the building of Christian character, to create and promote a strong and effective Northeastern University spirit

in and through a unified student body, to promote sociability, and to emphasize certain ethical, social, civic, intellectual, economic, physical, vocational, and avocational values.

All students are encouraged to participate in the activities of the Union, no matter what their religious faith, as the work of the Union is entirely non-sectarian. A good moral character is the only requirement for eligibility to membership. It is hoped as many students as can will participate in this ideal extra curricula work.

The Union conducts a weekly Chapel Service to which all Faculty members and students are invited. The service, which is non-sectarian and voluntary, is held on Thursday mornings from 8.40 to 8.55 o'clock. Many eminent preachers of Greater Boston are engaged to deliver brief addresses.

Alumni Association

The alumni of the Day Division are organized to promote the welfare of Northeastern University, to establish a mutually beneficial relationship between the University and its alumni, and to perpetuate the spirit of fellowship among members of the Alumni Association.

Among the events sponsored by the Alumni Association are the annual meeting and reunion; the annual alumni-varsity basketball game; class reunions — usually held the night before Field Day; and certain features of the Field Day program. The Association also awards a track trophy each year and contributes to the Alumni Student Loan Fund.

The work of the General Alumni Association is supplemented by the activities of the regional alumni clubs of New York City, Connecticut, Western Massachusetts, and Worcester County. The local clubs meet periodically in their respective centers to discuss matters pertaining to the University and its alumni. Meetings are also held in conjunction with the visits of Northeastern's athletic teams to the various club centers.

Officers of the Northeastern University Day Division Alumni Association and Regional Clubs

GENERAL ALUMNI ASSOCIATION

President

S. WHITNEY BRADLEY, '29

Vice-President

ELIOT W. HOWARD, '29

Secretary

RUDOLPH O. M. OBERG, '26

Treasurer

THEODORE CRAWFORD, '26

Executive Committee

KENDALL BLANCHARD, '29

FARNHAM W. SMITH, '24

RALPH L. DENNIS, '28

HARRY J. FREEMAN, '18

ERNEST S. HILL, '30

THOMAS A. STEVENS, '23

Faculty Representative

SAVERIO ZUFFANTI, '30

REGIONAL CLUB OFFICERS

Northeastern University Alumni Club of New York

President — DAVID T. STANDLEY, '21

Vice-President — WALLACE H. NICHOLS, '29

Treasurer — MERTON T. STAPLES, '21

Secretary — CHARLES S. PORTER, '28

600 East 21st Street, Brooklyn, New York

Northeastern University Alumni Club of Connecticut

President — RUSSELL F. ELLIS, '24

Vice-President — HAROLD R. ADAMS, '30

Treasurer — LESTER E. HINTZ, '31

Secretary — ELLSWORTH S. NEWBURY, '29

South Windsor, Connecticut

Northeastern University Alumni Club of Western Massachusetts

President — ROBERT C. CROSS, '25

Vice-President — PERRY F. ZWISLER, '17

Secretary-Treasurer — MAURICE H. WRIGHT, '24

561 Sumner Avenue, Springfield, Mass.

Northeastern University Alumni Club of Worcester County

President — ROBERT ERICKSON, '26

Vice-President — EVERETT J. GRIBBONS, '31

Secretary-Treasurer — PAUL W. GLENNON, '32

5 Wachusett Street, Worcester, Mass.

NORTHEASTERN UNIVERSITY

DAY DIVISION

SCHOOL OF
ARTS *and* SCIENCES

Co-operative Plan



Outline of Courses for 1935-1936

School of Arts and Sciences

(For Admission Requirements See Page 21)

The Northeastern University School of Arts and Sciences bases its program on two principles: first, that the educated man should recognize in a broad way the main currents of human activity and, so far as possible, the physical qualities of his environment; and, second, that his studies, without sacrificing their liberal value, should prepare him definitely for a useful career. Toward that ideal of broad, useful training are directed all the courses in the several departments. Acquaintance with literature, for example, is considered not merely as an ornament of scholarship but as a guide to the understanding of human conduct. History is presented as a succession of causes and effects, the study of which will throw light on present and future social problems. Science is looked upon as a body of instruments useful in the service of mankind. Contribution to human welfare, in short, is regarded as the chief end of scholarship.

By its plan of co-operative education for upperclassmen, the School of Arts and Sciences further encourages the student to use what he has learned, to test the propositions in his textbooks by applying them in real situations, and at the same time to adjust himself to the conditions of actual service in the world of business and industry.

Requirements for Graduation

Students in the School of Arts and Sciences may qualify for the degree of Bachelor of Science in the field which they have chosen for their major study. The following departments of study are available as fields of concentration: English, Sociology, Psychology, Economics, Physics, Chemistry, and Mathematics.

Candidates for the Bachelor of Science degree must complete work amounting to 125 semester hours*, with a degree of proficiency acceptable to the faculty. School attendance over a five year period is normally needed to fulfill this requirement, although the work may be completed in four years by students who elect full time study instead of the co-operative plan for one or more upperclass years.

Students who undertake co-operative work assignments must also meet the requirements of the Department of Co-operative Work before they become eligible for their degrees.

No student transferring from another college or university is eligible to receive the B. S. degree until he has completed at least one academic year at Northeastern immediately preceding his graduation.

*One semester hour consists of 15 to 18 hours of work in class, together with the necessary outside preparation.

Any student who fails to show a satisfactory standard of proficiency in his courses may be required to demonstrate his qualifications for the degree by taking such additional work as the faculty may prescribe. If he is clearly unable to meet the accepted standard of attainment he may be required to withdraw from the University. The degree conferred not only represents the formal completion of the subjects in the selected course of study but also indicates general competence in the designated field of concentration.

Candidates who have achieved distinctly superior attainments in their academic work will be graduated with honor. Upon special vote of the faculty a limited number of this group may be graduated with high honor. Students must have been in attendance at the University at least two years before they may become eligible for graduation with honor or with high honor.

Theses are not required of candidates for the degree of Bachelor of Science in the School of Arts and Sciences. Students who show special aptitude for thesis work, however, may be permitted to substitute an appropriate thesis for equivalent work in class. Such permission must be obtained by the candidate from the board of thesis advisers.

Specific Academic Requirements for Graduation

1. To be graduated, a student must have completed a total of not less than 125 semester hours, one semester hour comprising 15 to 18 hours of class work with the necessary outside preparation.
2. At least 30 semester hours must be in a single major field of concentration.
3. From 12 to 16 semester hours must be taken in each of two other fields.
4. At least 12 semester hours must be taken in a vocational field.
5. At least 8 semester hours must be in modern foreign languages.

The Elective System

So that the student may be free to build up an educational program suited to his own particular aims and interests, all courses after the freshman year are elective. Approximately a quarter of the student's work must be taken in a single major field of study, and approximately another quarter must be distributed between two other fields. At least twelve hours must also be taken in a vocational field. (See Requirements for Graduation, Page 78.) By this plan of concentration and distribution, the student is safeguarded against an aimless dispersion of his efforts and is given an extensive acquaintance with one branch of learning.

Unlike the work of the upper years, the freshman program is, for the most part, definitely prescribed. The student has a choice, however, of certain electives in each term. The following table shows the required subjects and the list of electives for the freshman year.

First Year

FIRST TERM (18 Weeks)			SECOND TERM (17 Weeks)		
Required:			Required:		
Ps 1A	Orientation Problems	2	PE 1 (2)	Hygiene	2
E 1	English Composition	3	E 2	English Composition	3
PE 3-4	Physical Training	2	PE 3-4	Physical Training	2
H 1-2	History	3	H 1-2	History	3
P 1	Physics	3	P 2	Physics	3
Elective: (Not over 10 hours)			Elective: (Not over 10 hours)		
F 3-4	Intermediate French	3	F 3-4	Intermediate French	3
G 3-4	Intermediate German	3	G 3-4	Intermediate German	3
M 1, M 3	Algebra and Trigonometry	5	M 4	Analytic Geometry	5
Ec 1	Introduction to Economics	4	Ec 2	Econ. History of U. S.	3
M 2.1	Business Mathematics	4	AC 2	Accounting	4
CI 1	Surveying	2	CH 2	Chemistry	4

Counselling as to choice of electives will be given to freshmen by the freshman adviser at the time of registration. Upper-classmen will choose their programs under the guidance of the Committee on Electives. No student may undertake a program without first having it approved in writing by the Chairman of that Committee.

Subjects of Instruction

Fields of Concentration: English, Sociology, Psychology, Economics, Physics, Chemistry, Mathematics.

Fields of Distribution: Biology, Geology, Education, Physical Education, Philosophy, History, Government, Graphic Arts.

Other Fields In Which Courses Are Available: French, German, Surveying, Accounting, Banking and Finance, Business Law, Business Management.

In the following pages will be found detailed synopses indicating the scope of the subjects offered. Under each subject is given a list of the courses required as preparation for that subject.

A complete table of the subjects of instruction will be found at the end of the catalogue.

Not all courses in certain departments are offered every year. The University reserves the right to withdraw any course when an insufficient number of students register for it.

Chemistry

CH 2 General Chemistry

*Second Semester
Open to Freshmen*

Four hours per week

An introductory course not requiring previous knowledge of the subject, and giving a survey of the entire chemical field with some consideration of its background. The course starts with a brief statement of the origin, progress, and present state of development of chemistry. This is followed by a consideration of the fundamental principles of the science such as would be contained in any good elementary text on inorganic chemistry. The latter part of the course consists of a study of such topics as — The Relation of Chemistry to Electricity, The Corrosion of Materials, Water for Industrial and Municipal Use, Chemistry and Food, Colloid Chemistry and its Applications, Chemistry and Medicine, and Chemistry in Industry. Two lectures, illustrative when possible, a recitation hour, a quiz, and assigned readings constitute the weekly plan of instruction.

Professor BAKER, Mr. ZUFFANTI.

CH 3 Inorganic Chemistry

First Semester

*Pre-requisite: CH-2
Three hours per week*

This course undertakes a more thorough treatment of the modern developments of Inorganic Chemistry. Such topics as Vapor Pressure, Concentration, Mass-action Law, Dissociation, Chemical and Ionic Equilibria, Solubility Product, Common Ion Effect, Ph Value and Hydrogen Ion Concentration are studied in considerable detail.

It is essential that the student realize the necessity of obtaining a thorough grounding in these subjects, upon which the success of his future work depends.

Attention is also given to the recent ideas of the atomic structure.

The course is profusely illustrated by chemical calculations based on practical applications.

Professor STRAHAN.

CH 5 Inorganic Chemistry Laboratory

First Semester

*Preparation: *CH-3
Five hours per week*

The object is to cultivate scientific attitude and habit of thought on the part of the student, and to increase his power of acquiring

*Preparation courses marked with an asterisk and the advanced course may be carried simultaneously.

knowledge. The experiments are planned to illustrate the topics which have been discussed in the lecture room. Careful manipulations, thoroughness in observation, and accuracy in arriving at conclusions are required of each student. In this, as in all subsequent laboratory work, neat and satisfactory notes will be considered an essential part of the work.

Professor McGUIRE and ASSISTANTS.

CH 10 Qualitative Analysis

Second semester

*Preparation: CH-3
Three hours per week*

Analytical determinations supply fundamental data upon which industrial operations are carried out.

The essential feature of the course is a system of lectures and recitations carefully co-ordinated with laboratory work, and having to do with the detection of the common cations and anions. It involves the application of the theoretical principles relating to hydrolysis, solubility product, ionic equilibrium, amphoteric substances, complex formations, oxidation and reduction, and correct concentrations of substances in solution. The work is so conducted as to aid in developing the student's reasoning power and ability to draw logical conclusions from facts.

Attention is given to developing resourcefulness in overcoming difficulties, especially those attendant upon bringing substances into solution.

Professor STRAHAN.

CH 12 Qualitative Analysis Laboratory

Second semester

*Preparation: CH-3, *CH-10
Six hours per week*

The experiments in this course, illustrating the solubilities of various compounds, are so selected and logically arranged that they may later be combined to form a complete system of analysis.

In connection with each experiment, care is taken that the student understand the reactions and theory involved. The latest developments in qualitative tests are used frequently. From time to time unknown solutions and substances are given to the student for analysis, to emphasize the practical aspects of the work.

Professor McGUIRE and ASSISTANTS.

*Preparation courses marked with an asterisk and the advanced course may be carried simultaneously.

*CH 13 Qualitative Analysis Laboratory**First semester**Preparation: CH-12**Four hours per week*

This course, which is similar in purpose to CH-12, includes the reactions and separations of the anions, methods of solution, and actual qualitative analysis of various industrial products and naturally occurring materials.

Professor MCGUIRE.

*CH 15-16 Quantitative Analysis**Both Semesters**Pre-requisite: CH-3**Preparation: M-3**Four hours per week first term**Two hours per week second term*

It is the purpose of this course to give to the student a realization of the scientific development of quantitative methods. Each of the major operations such as weighing, measurements of volume, titration, filtration, ignition, and combustion, is considered from the standpoint of the theoretical principles involved, and with due consideration of the manipulative technique necessary.

The combination of these operations in typical determinations is next taken up, followed by a critical discussion of common technical methods, including the standard methods for the analysis of ores, steel, fuels, oils, gases, foods, water, fertilizers, etc.

As the correct calculation of analytical results is of no less importance than the actual procedures of analysis, a number of problems form a very important part of the course.

Professor MCGUIRE.

*CH 17-18 Quantitative Analysis Laboratory**Both semesters**Preparation: CH-5, CH 15-16***Five hours per week first term**Nine hours per week second term*

This laboratory course is intended to illustrate by actual use the various analytical methods considered in CH 15-16. After certain preliminary experiments designed to acquaint the student with the apparatus used, the course takes up volumetric analysis (including acidimetry and alkalimetry, oxidation, reduction, and precipitation methods); general gravimetric analysis; and electrolytic, electrometric, combustion, and optical analysis.

During the second semester actual industrial methods are used so that at the completion of the course the student should be able to perform satisfactorily any ordinary analysis.

Professor MCGUIRE.

*Preparation courses marked with an asterisk and the advanced course may be carried simultaneously.

*CH 25-26 Industrial Chemistry**Both semesters**Pre-requisite: CH-3
Two hours per week*

The more important industrial processes are studied with a view to the general chemistry involved and to the various types of apparatus necessary to carry out the chemical reactions. The student is given a broad survey of the field of chemical industry and a knowledge of the relationships of the different industries to one another. Special attention is given to the economics of the chemical industry. Lectures, assigned readings, and reports presented by individual students upon assigned topics are included in the course.

Professor BAKER.

*CH 31-32 Organic Chemistry I**Both semesters**Preparation: CH 15-16
Three hours per week*

The course includes a study of the general principles and theories of organic chemistry. An attempt is made to present the subject matter from the viewpoint of the close relationship which exists between the various classes of organic compounds.

Considerable emphasis is placed on genetic charts and on synthesis, by which the compound being studied is related to substances already studied.

By this method the student's interest is stimulated and an opportunity is afforded for the student to correlate his knowledge by constructing similar charts based on analogous reactions.

Some of the more important compounds are studied in detail. The industrial application of many of the theoretical principles of the subject are considered in order to acquaint the student with the practical nature of organic chemistry.

Professor STRAHAN.

*CH 33-34 Organic Chemistry Laboratory I**Both semesters***Preparation: CH 31-32
Five hours per week*

This course consists of a selected number of preparations and includes the more important manipulations designed to teach the student laboratory technique involved in organic work such as fractional distillation, steam distillation, extraction, crystallization, physical and chemical separations, etc.

These preparations familiarize the student with the general types of chemical changes such as esterification, saponification, sulfonation, nitration, diazotization, condensation, and the use of catalyst.

*Preparation courses marked with an asterisk and the advanced course may be carried simultaneously.

One of the important features of the course is to teach the student a definite method of keeping notes of his laboratory work, recording all detailed reactions, calculations and also the answers to a set of questions on each experiment performed.

Professor STRAHAN.

CH 35-36 *Organic Chemistry II*

Both semesters

Pre-requisite: CH 31-32

Two hours per week

The early part of the course consists of a review of CH 31-32. Emphasis is placed on chemistry of organic radicals, and unsaturation. The rules of substitution are also studied.

In cases where it seems advisable an attempt is made to correlate the theoretical principles with industrial practice, especially where a given synthesis is the basis of an industrial process.

In a few of the more common industrial organic preparations the amounts of chemicals used, the time, the pressure, the separation of isomers and impurities and the chemical reactions involved are given in exact and minute detail.

The latter part of the course is a study of the chemistry of the Naphthenes, Terpenes, Alkaloids and their related derivatives.

The student throughout the course will gain a fundamental knowledge of the theory of organic chemistry and at the same time a realization of the direct connection of this theory with its important industrial applications.

Professor STRAHAN.

CH 37-38 *Organic Chemistry Laboratory II*

Both semesters

*Preparation: CH 33-34, *CH 35-36*

Three hours per week

A laboratory study of chemical and physical tests in Qualitative Organic Analysis. The tests are studied through the solving by each individual student of seven typical problems involving liquids, solids, liquid mixture, solid mixture, and an industrial compound. A systematic procedure in the examination, separation, identification and preparation of a derivative will be followed. This system makes possible the collection of sufficient data on each problem for a comprehensive written report which is a feature of the course.

One of the chief values of the course will be the placing of the student on his own responsibility. In connection with the course the student is required to spend a large number of hours in

*Preparation course marked with an asterisk and the advanced course may be carried simultaneously.

the library acquainting himself with Beilstein's and Clark's *Handbooks on Organic Chemistry*, Mulliken's *Examination of Organic Compounds* and other standard reference books.

He will be able to lessen materially the amount of time spent in the laboratory by conscientious and extended study in the library.

Professor STRAHAN.

CH 41 *Chemical Literature*

First semester

Two hours per week

This course is intended to acquaint the chemical student with the constantly increasing volume of scientific literature pertaining to his field. While intended primarily as preparatory to thesis work which follows, it furnishes also a very valuable tool for use in later industrial and scientific work.

After a brief outline of the entire field of scientific literature and a description of various methods of library procedure, the various available sources of scientific information are investigated. Original sources such as scientific journals, government publications, patents and manufacturers' catalogs are first considered. A survey of secondary sources follows, including a study of abstracting journals, reviews, bibliographies, handbooks, standard reference books, encyclopedias, etc. A series of individual library problems, in which the student is required to apply the information obtained in the classroom, forms a very important part of the course.

Professor McGUIRE.

CH 42 *Physical Chemistry I*

Second semester

Preparation: CH 15-16, P-4, M-6
Three hours per week

This course begins with a complete resume of our present concepts regarding atomic structure and its relation to photochemistry, optical behavior and the periodic system. Following this, atomic and molecular weights, and the properties of gases, liquids, and solids are taken up. Throughout this course, as well as in Physical Chemistry II, which follows, quantitative methods are emphasized and the solving of a number of illustrative problems is required.

Professor McGUIRE.

CH 43-44 *Physical Chemistry II*

Both semesters

Pre-requisite: CH-42
Three hours per week

This course which is similar in character to Physical Chemistry I includes a consideration of the following topics: Non-ionized,

ionized, and colloidal solutions, rates of reaction, homogeneous and heterogeneous equilibrium, thermo-chemistry, and electrochemistry. From time to time industrial and technical applications are considered from the standpoint of physical chemistry, but in such a way as not to lose sight of the broad field of the subject.

Professor McGUIRE.

CH 45 *History of Chemistry I*

First semester

Pre-requisite: CH-2

One hour per week

This course deals with the development of Chemistry from the earliest times to about the nineteenth century. The important theories of chemistry and the personalities of the great men who have contributed to that development are covered in the lectures and assigned readings.

It is strongly recommended that students electing Chemistry as their field of concentration elect this course.

Mr. ZUFFANTI.

CH 46 *History of Chemistry II*

Second semester

Pre-requisite: CH-2

One hour per week

In this course a study is made of the outstanding chemists and accomplishments in Chemistry covering the period from about the beginning of the nineteenth century up to the present time.

This course is not dependent on CH 45 and can be treated as a separate unit.

Mr. ZUFFANTI.

Economics

Ec I *Introduction to Economics*

First semester

Open to Freshmen

Four hours per week

In order to provide an adequate background for the study of economics this first course emphasizes the economic resources of our country and the part played by these resources in the development of our modern industrial society. The course is more concerned with promoting the comprehension of basic concepts than with stressing encyclopedic knowledge of masses of details. In the latter part of the semester frequent use is made of motion pictures to illustrate the processes and peculiar economic characteristics of specific industries.

Professor HAMILTON.

Ec 2 Economic History of the U. S.

*Second semester
Open to Freshmen*

Three hours per week

This course is designed to complete the factual background which is needed for the most successful study of theoretical economics. The economic development of the United States is traced from the colonial period to the present with special emphasis upon the period since the Civil War. Stress is laid upon the importance of economic factors and changes in our history in the description of the development of manufacturing, agriculture, domestic and foreign commerce, finance and banking, transportation, and labor organizations. Consideration is given to European developments which have been closely related to those of the United States.

Professor HAMILTON.

Ec 3-4 Economic Principles

Both semesters

*Preparation: Ec 1
Three hours per week*

A thorough grounding in the fundamental principles and laws of economics is the aim of this basic course. The main topics include: the nature of production, the nature and importance of wants, the determination of price under conditions of competition and monopoly, the relation of money and prices, the nature of international trade, and the distribution of wealth and income in the forms of wages, economic rent, interest and profits.

Professor HAMILTON.

Ec 5-6 Economic Problems

Both semesters

*Pre-requisite: Ec 3-4 or Ec 21-22
Three hours per week*

In this course the application of economic principles to the major economic problems of modern society is emphasized. Among the problems studied are the following: the relation of government to business, the control of monopolies, regulation of public utilities, protective tariffs and subsidies, stabilization of prices; control of the business cycle, labor problems such as unemployment and labor unions, agricultural problems, insurance, public finance, and proposals for the remodeling and improving of the economic system.

Professor HAMILTON.

*Ec 7-8 Welfare Economics**Both semesters**Preparation: Ec 3-4 or Ec 21-22
Three hours per week*

In this course human values constitute the criterion by which existing economic institutions are evaluated. Various proposals for economic and social reconstruction are analyzed and their soundness judged on the basis of their effect upon human welfare.

Professor LAKE.

*Ec 25-26 Money and Banking**Both semesters**Pre-requisite: Ec 3-4
Three hours per week*

This course aims at a detailed analysis of the functions of money and credit in our economic system with particular emphasis upon the relation between money and credit and the business cycle. During the first part of the year the topics considered include the nature of money and its role in our economic life, monetary standards with special reference to the gold standard and its relation to world gold production, the theory of bank credit, the structure of our banking system, and the American money market. The second half of the course is devoted to such questions as the quantity theory of money, the problems of controlling money and credit, the policies of the Federal Reserve Board in the past, the various theories of the business cycle and the part played in such theories by money and credit, the possibility of controlling the business cycle by regulating money and credit, and the international aspects of credit control. Throughout the course attention is paid to current developments in money and banking.

Instructor to be announced.

*Ec 27 Labor Problems**First semester**Pre-requisite: Ec 3-4
Three hours per week*

An intensive study of the labor problems of modern industry constitutes the content of this course. Unemployment and other grievances of the worker, including industrial accident and disease, inadequate wages, long hours, undesirable working conditions, child and woman labor, etc., are carefully analyzed. Labor unions, representing the workers' effort to solve the above problems, receive extended attention with an appraisal of their policies and accomplishments. Employee representation, profit-sharing plans and similar devices of the employer to meet the same problems are also examined critically. Other topics of the course include the efforts of the state to prevent and settle

industrial disputes; labor legislation; labor and politics; social insurance; and socialism and co-operation in connection with the solution of labor problems.

Mr. KNOWLES.

Ec 28 History of Economic Thought

Second semester

Pre-requisite: Ec 3-4

Three hours per week

A critical review of the origin and development of economic thought from the ancient world to modern times is the aim of this course, since familiarity with the efforts of great economic thinkers in the past is essential for the thorough understanding of modern economic theory. After briefly noting the contributions of Plato and Aristotle, the early Christian fathers, and the writers of the Middle Ages, each of the main schools of economic thought is taken up in turn: the Mercantilists, the Physiocrats, the Classical School, the Socialists, the Historical School, the Austrian School, and Alfred Marshall. Some attention is paid to recent theoretical developments in Europe and the United States. As far as possible the course is based upon the reading of the original writing of the most significant thinkers.

Professor Lake.

Ec 21-22 Economics

Both semesters

Three hours per week

The content of this course is threefold: a discussion of the main characteristics of modern economic society, a study of the fundamental economic laws governing the production, exchange, consumption, and distribution of wealth, and the application of these laws to some of the problems arising in business and engineering. An attempt is made to present both the "long run" aspect of economics representing the interests of society as a whole and the "short run" aspect which represents the immediate interests of business men. Case material will be used to illustrate both phases. Students will be required to furnish illustrative cases and problems from their co-operative work experience.

Professor Lake.

Ec 23-24 Statistics (Brief Course)

Both semesters

Three hours per week

The increasing use of statistics in business and the professions makes an understanding of the fundamental methods of statistical analysis essential. Specific attention will be paid to the practical

applications of statistics in business and engineering. Among the important topics considered are the following: the collection and presentation of statistical data, statistical averages, frequency distributions, measures of dispersion, index numbers, time series analysis, correlation, and business forecasting.

Professor LAKE.

Ec 9-10 Statistics

Both semesters

Five hours per week

This course is intended to give the student an understanding of statistical principles and methods and their practical application to the management and administration of modern business. A study is made of: the nature, sources, collection and organization of business facts; the various averages and their practical uses; the distribution of the data around the average representing the group; the various methods of presenting statistical information; the importance and value of index numbers as an aid to the formation of business policies, the measurement of business fluctuations, the measurement of the influence of business fluctuations upon specific business organizations and the various methods of forecasting. Practical business problems involving the principles and methods studied are analyzed from time to time.

Professor LAKE.

English

E 1 English I

First semester

Required of freshmen

Three hours per week

This course consists of a rapid but thorough review of the principles of grammar and rhetoric, supplemented by the writing of weekly themes on subjects largely drawn from or related to the student's life and study.

Professors MARSTON and POTTER, Mr. McCoy.

E 2 English I

Second semester

Required of freshmen

Preparation: E-1

Three hours per week

A study of contemporary essays or short stories and an increased emphasis on theme writing and drill in letter writing make up the content of this term's work. It continues and completes the review of the principles of writing begun in E 1.

Professors MARSTON and POTTER, Mr. McCoy.

*E 3 Contemporary Drama**First semester**Three hours per week*

This course combines advanced work in composition with studies in drama. Eight plays by American and European dramatists are read and analyzed. Class discussions aim to develop in the student an ability to appreciate literary values. In the assignment and correction of weekly themes, which form the basis of the work in composition, emphasis is laid on effective theme organization and precision in the expression of ideas.

PROFESSORS HOLMES, MARSTON, and POTTER.

*E 4 Contemporary Novel**Second semester**Three hours per week*

The novel is studied through an analysis of examples of the various types of fiction. Outside reading is an important part of the work of the course. Weekly theme writing is continued.

PROFESSORS HOLMES, MARSTON, and POTTER.

*E 5-6 Effective Speaking**Both semesters**Two hours per week*

This course offers practical training in the preparation and presentation of the various types of speeches. The instruction will be planned to eliminate defects of voice, posture, etc., and to develop in the student an ability to speak easily, naturally, and forcefully.

PROFESSOR HOLMES.

*E 7-8 Advanced Composition**Both semesters**Two hours per week*

For students interested in creative writing. The technique of writing in the shorter literary forms will be carefully studied. Weekly conferences with the instructor.

PROFESSOR MARSTON.

*E 9-10 Modern Trends in Literature**Both semesters**Pre-requisite: E-4**Three hours per week*

A survey of the new influences which have impressed themselves upon the form and content of modern literature. While the course will consider primarily literary developments in England and in the United States, reference will be made to the more important literary movements in Italy, France, Germany, Spain, and Norway.

DEAN MELVIN.

*E 11-12 English Literature**Both semesters**Three hours per week*

A survey of the principal periods in English Literature will be the purpose of this course. The more important authors will be studied carefully. The historical background of each period will be studied in order to throw light upon the literary achievements of each age. The course is designed to develop appreciation of the classics in English literature.

Dean MELVIN.

*E 13 Nineteenth Century Poetry I**First semester**Three hours per week*

Background forces which shaped the Romantic period will be carefully studied; the influence of German idealists, of the French Revolution, and of the natural reaction from the classicism of Pope and Johnson will be analyzed and evaluated. Poetry of Wordsworth, Coleridge, Byron, Keats, and Shelley will be studied critically.

Professor POTTER.

*E 14 Nineteenth Century Poetry II**Second semester**Three hours per week*

A study of the poetry of the Victorian era with emphasis on the writings of Browning and Tennyson. The influence of the age on its poets will be carefully considered.

Professor POTTER.

*E 15-16 American Literature**Both semesters**Three hours per week*

This course will consist of a survey of American Literature from Colonial days to the present time. The aim will be to develop an appreciation of the greatest of our writers and an understanding of the conditions under which they wrote. A considerable amount of time will be given to modern authors.

Dean MELVIN.

*E 17 English Drama Before Shakespeare**First semester**Preparation: E-3**Three hours per week*

A study of the origins and of the growth of English drama from its beginning to its culmination in the work of Shakespeare. A discussion of the morality will be followed by a careful consideration of the influence of Plautus, Terence, and Seneca on the dramatists of the age. Plays by Lyly, Peele, Greene, Kyd, and Marlowe will be read as a background for Shakespearean drama.

Professor HOLMES.

*E 18 Chaucer**Second semester**Three hours per week*

An introduction to the language and literature of Chaucer and his contemporaries, with special attention to the "Canterbury Tales." The course includes a consideration of Chaucer's influence on the growth of the language, an examination of the 'roman de tiroir' form, and a survey of the chief types of European popular narrative which the "Canterbury Tales" represents.

Professor HOLMES.

*E 19-20 Shakespeare**Both semesters**Three hours per week*

In this course from fifteen to twenty of Shakespeare's outstanding plays will be read. The more important plays will be discussed carefully in class. Additional notes will be given in the lectures concerning the Elizabethan period, Shakespeare's stage, and the work of his contemporaries. The purpose of the course is to teach students how to read, with pleasure to themselves, the plays of the greatest of all English writers. The course will also give a student sufficient practice in careful reading, so that it will be valuable to him in any other type of reading that he may do in the future.

Dean MELVIN.

*E 21-22 Eighteenth and Nineteenth Century Prose**Both semesters**Three hours per week*

An examination of the outstanding prose developments of the period, including the rise of journalism, the novel, the short story, and the essay.

Professor MARSTON.

*E 23-24 Great European Writers**Both semesters**Three hours per week*

An introduction to the classics of ancient and modern European literature. The purpose of the course will be to furnish a wide background for later studies in comparative literature.

Instructor to be announced.

*E 25-26 History of the Novel**Both semesters**Pre-requisite: E-3**Three hours per week*

A study of the novel from the middle of the 18th century to the present day. Attention is given particularly to the picaresque novel, the works of the romantic period, the development of realism and naturalism, and such modern tendencies as "flow-

of-consciousness" and the "novel sequence." In addition to English and American works, novels by Continental writers are studied in translation.

Instructor to be announced.

E 27-28 English Seminar

Both semesters

Advanced study under supervision. Hours, outline of work, credit, to be arranged in conference. Open only to students approved by the instructor.

DEAN MELVIN.

Mathematics

M 1 College Algebra

First semester

Open to Freshmen

Three hours per week

The study of algebra is scheduled to begin with the solution of the quadratic equation, simultaneous quadratics, and equations in quadratic form. However, a rapid but thorough review of the fundamentals of algebra precedes this. The solution of the quadratic is followed by a detailed study of the theory of exponents. Then follow radicals, series, variation, inequalities, and the elementary principles of the theory of equations. Considerable time is given to plotting and the use of graphs in the solution of equations. The elementary theory of complex numbers is also covered.

Professor WHITTAKER and Mr. HASKINS.

M 3 Trigonometry

First semester

Open to Freshmen

Two hours per week

This is a complete course in trigonometry and should enable the student to use all branches of elementary trigonometry in the solution of triangles as well as in the more advanced courses where the knowledge of trigonometry is essential. Some of the topics covered are the trigonometric ratios; inverse functions; goniometry; logarithms; circular measure; laws of sines, cosines, tangents, half angles; solution of oblique and right triangles; transformation and solution of trigonometric and logarithmic equations. Considerable practice in calculation of practical problems enables the student to apply his trigonometry to problems arising in practice at an early stage. Additional work, graphical and algebraic, is done with the complex number, introducing De-Moivre's theorem and the exponential form of the complex number.

Professor WHITTAKER and Mr. HASKINS.

M 4 Analytic Geometry and Introduction to Calculus

*Second semester
Open to Freshmen*

*Preparation: M-1, M-3
Five hours per week*

This being a basic course in preparation for any further study of mathematics, it requires a thorough knowledge of the fundamentals of algebra. The course covers cartesian and polar coordinates; graphs; the equations of simpler curves derived from their geometric properties; thorough study of straight lines, circles, and conic sections; intersections of curves; transformation of axes; plotting and solution of algebraic equations of higher order and of exponential, trigonometric, and logarithmic equations; loci problems. The general equation of the second degree is thoroughly analyzed in the study of conic sections. Some time is devoted to curve fitting from empirical data.

Explicit and implicit functions, dependent and independent variables, some theory of limits, continuity and discontinuity are given special attention from both the algebraic and the geometric points of view. Some theorems on the infinitesimal are introduced, and a study is made of infinity and zero as limits. Relative rates of change, both average and instantaneous, and the meaning of the slope of a curve follow. The differential and the derivative as applied to algebraic functions with the geometric interpretation are then studied. Tangents to curves of the second degree follow here. Simple applications with interesting practical problems help to develop the interest here and lay a solid foundation for the study of the calculus. The introduction of the differential at the same time with the derivative helps considerably to bridge the large gap which usually exists when the student passes from the study of the elementary analytic geometry to the infinitesimal of calculus.

Professor WHITTAKER and Mr. HASKINS.

M 5 Differential Calculus

First semester

*Pre-requisite: M-1, M-4
Four hours per week*

The differential is introduced at the outset of the course, together with the derivative; geometric and practical illustrations are given of both; and both are carried along throughout the course. The work consists of differentiation of algebraic, trigonometric, exponential, and logarithmic functions, both explicit and implicit; slopes of curves; maxima and minima with applied problems; partial differentiation; parametric equations; derivatives of higher order; curvature; evolutes and involutes; points of inflection; related rates; velocities, acceleration; indeterminate forms; expansion of functions; series. Although the subject matter deals with considerable theory, constant sight is kept of

the practical application of the theory. The geometric interpretation of every new subject is carefully defined, and problems are continually solved dealing in practical applications of the theory in geometry, physics, and mechanics.

Professor SPEAR.

M 6 *Integral Calculus*

Second semester

*Preparation: M-5
Four hours per week*

This course, a continuation of Calculus M 5, deals with integration as the inverse of differentiation as well as the limit of summation. The topics covered are methods of integration; use of integral tables; definite integrals; double and triple integrals; areas in rectangular and polar co-ordinates; center of gravity; moment of inertia; length of curves; volumes of solids; areas of surfaces of revolution; volumes by triple integration; practical problems in work, pressure, etc., depending on the differential and integral calculus for solution; solution of simpler differential equations.

Professor SPEAR.

M 7 *Differential Equations I*

First semester

*Pre-requisite: M-6
Four hours per week*

The elementary theory of differential equations and the method of solution of certain ordinary differential equations are offered here as a general course in mathematics. Although this is principally a problem course in solving differential equations, properties of the equations and of their solutions are deduced, and applications in the various fields of scientific work are analyzed.

Dr. MUCKENHOUT.

M 8 *Differential Equations II*

Second semester

*Pre-requisite: M-7
Three hours per week*

Special cases of first order equations are considered, and a fuller treatment of first order equations of higher degree leads to a consideration of envelopes, special loci, and particular curves. The general second order linear equation is studied, and the several well-known methods of attack are presented. Solution in series form of equations whose primitives are not made up of classified functions is studied. Elementary partial differential equations of the first and second orders, leading to a presentation of Fourier's Series, conclude the course.

Dr. MUCKENHOUT.

M 10 Higher Algebra

Second semester

Pre-requisite: M-1, M-3

Four hours per week

Complex numbers and the elementary theory of vectors start this course. It continues on with the solution of equations of the third and fourth degree, Horner and Sturm theorems, the solution of higher degree equations with the use of graphs. Some invariant forms are studied. Then follow general systems of equations with the complete study of determinants, and some of the elements of matrices. A study is made of the theory of elimination, linear dependence, and linear transformations. If time permits, a study is made of probability and related subjects.

Mr. HASKINS.

M 13 Spherical Trigonometry

First semester

Preparation: M-3

Three hours per week

This is a complete course in the study of spherical trigonometry, solving right and isosceles spherical triangles; Napier's rules; laws of sines, cosines, half-angles, and half-side formulas; Napier's analogies. A detailed solution of oblique spherical triangles including areas follows. Considerable time is spent on the celestial sphere and the astronomical triangle and on navigation, calculation of latitude and longitude, bearing, and time.

Professor SPEAR.

M 14 Solid Analytic Geometry

Second semester

Pre-requisite: M-4

Three hours per week

The study of analytic geometry is extended here into three dimensions, mostly with rectangular co-ordinates, although cylindrical and spherical co-ordinates and the transformation between the three systems are also introduced. The equations of the first and second degree are analyzed. A study is made of line segments and angles; planes, linear equations in three variables; normal forms; systems of planes and angles; surfaces in general; quadric surfaces. Some work is done on general curves, certain special curves, surfaces of revolution, locus problems, and homogeneous co-ordinates.

Professor SPEAR.

*M 15-16 Advanced Calculus**Both semesters**Pre-requisite: M-5, M-6**Four hours per week*

This course runs throughout the entire year, and no credit can be obtained unless the full course is completed. No student should choose the course unless he is thoroughly familiar with the contents of courses M 5 and M 6. The subjects covered are continuity; indeterminate forms; applications of partial differentiation; vectors and differentiation of vectors; the complex variables and the differentiation of complex variables and functions of complex variables; differentiation of integrals; some work in differential equations with problems in damped vibration and the potential function; hyperbolic functions; expansion in infinite series including Fourier series; integration of special forms with definite, multiple, and improper integrals; probability integral; Gamma function; Beta function; Bessel's function; line integrals and applications; envelopes.

Professor SPEAR.

*M 18 Theory of Equations**Second semester**Preparation: M-5**Four hours per week*

This course devotes itself more to the theory and analysis of equations and roots rather than to actual solutions. The properties of polynomials and continuity are studied. The complex number, algebraic and geometric form are both reviewed. The solutions of quadratic, cubic, and quartic equations are discussed and analyzed with various theorems on roots. Proof is given of the fundamental theorem; other theorems discussed are the remainder theorem, Horner's and Newton's methods, limits of roots, Rolle's theorem, Descarte's rule, Sturm's theorem, Budan's theorem, and DeMoivre's theorem. Transformations are studied, and an analysis is made of rational, irrational, complex, and multiple roots. Symmetric functions including the relation of roots and coefficients are also taken up. Some work is done with discriminants. The course closes with the theory of least squares and curve fitting.

Mr. HASKINS.

*M 21 Business Mathematics**First semester**Open to Freshmen**Four hours per week*

The mathematics in this course is intended as a general preparation for the specialized mathematics which appears in the various courses of the business curricula. It starts with a thorough review of fractions, decimals, percentage, and the theory of ex-

ponents. This is followed by simple and compound interest and discount. Ratio, proportion, variation, charts and graphs, progressions, arithmetic and geometric series, logarithms, annuities, bond valuation, and the use of the slide rule are included. Time permitting, some work is done in the field of probability and insurance.

Mr. DAVIS.

Physics

P 1 Physics I

First semester

Required of Freshmen

Three hours per week

A course in the study of wave motion, sound and light. Molecular mechanics and other fundamental principles of physics are stressed at the beginning.

Professor JOHNSON.

P 2 Physics I

Second semester

Required of Freshmen

Preparation: P-1

Three hours per week

This is a thorough course in magnetism and electricity, covering all the details within the scope of standard college texts on these subjects. All lectures are illustrated by means of lantern slides, motion pictures, and special apparatus.

Professor JOHNSON.

P 3 Physics II

First semester

Pre-requisite: M-1, M-3, P-2

Three hours per week

A course in the study of the fundamental principles of the Mechanics of Physics. Some of the topics covered are simple harmonic motion, uniformly accelerated motion, friction, work, energy, power, fluid pressure, angular velocity, centripetal force, equilibrium under the action of a series of parallel forces, and equilibrium under the action of concurrent forces.

Professor COOLIDGE.

P 4 Physics II

Second semester

Preparation: P-3

Three hours per week

The topics studied are thermometry, expansion of solids, liquids and gases, calorimetry, change of state including latent heat of fusion and vaporization (sublimation), triple point diagram, conduction and radiation, and the mechanical equivalent of heat.

Professor COOLIDGE.

P 5 Physics Laboratory

First semester

*Preparation: P-2, *P-3, M-3*

Two hours per week

This course consists of experiments on mechanics and light performed by each student, supplementing the lecture and classroom work of Physics P-1, P-2, and P-3. The experiments on mechanics include the use of the vernier, micrometers, and spherometers, calculation of true weights, determination of the specific gravities of solids by various methods and areas by planimeter. The experiments on light include the determination of the index of refraction of a lens, the position of images in combination of lenses, and the uses of the spectroscope.

Professors COOLIDGE and JOHNSON.

P 6 Physics Laboratory

Second semester

*Preparation: *P-4, P-5*

Two hours per week

This course is a series of experiments on mechanics and heat to supplement the work done in P-1, P-2, and P-4. Among the experiments on mechanics are the modulus of elasticity, the determination of the value of "g", the Nicholson hydrometer, and the determination of the specific gravity of a liquid. The experiments on heat include the use of the air thermometer, the maximum and minimum thermometers, and the high temperature calorimeter; and the determination of the temperature of a mixture, latent heat of vaporization, and the mechanical equivalent of heat.

Professors COOLIDGE and JOHNSON.

P 7-8 Advanced Physics

Both semesters

Pre-requisite: P-4, M-6

Three hours per week

Recent developments in electron theory, quantum theory, atomic and molecular structure, radioactivity, spectroscopy, and wave mechanics. Emphasis on experimental facts and methods.

Professor JOHNSON.

P 9-10 Advanced Physics Laboratory

Both semesters

Pre-requisite: P-4, P-6

Four hours per week

An advanced laboratory course in general physics including accurate work in dispersion, interference, polarization, spectroscopy, and electronic measurements. Students having completed the course in acoustics may take laboratory work in this subject if they desire to do so.

Professor COOLIDGE.

*Preparation courses marked with an asterisk and the advanced course may be carried simultaneously.

*P 11-12 Acoustics**Both semesters**Pre-requisite: P-4, M-6
Three hours per week*

An advanced course in sound and wave motion including a study of the following topics: vibrating systems, strings, pipes, membranes, resonators, speech, audition, sound filters and musical instruments, with special emphasis upon the acoustics of auditoriums.

Instructor to be announced.

*ME 20 Applied Mechanics (Statics)**Second semester**Pre-requisite: P-3
Four hours per week*

The subjects treated are collinear, parallel, concurrent, and non-current force systems in a plane and in space; the determination of the resultant of such systems by both algebraic and graphical means, special emphasis being placed on the funicular polygon method for coplanar force systems; the forces required to produce equilibrium in such systems; first moments; and problems involving static friction, such as the inclined plane and the wedge.

Professor FERRETTI.

*ME 21 Applied Mechanics (Kinetics)**First semester**Preparation: ME-20, M-6
Four hours per week*

The subjects treated are continuation of first moments as applied to varying intensity of force and to the determination of center of gravities of areas and solids; second moments and the application to the determination of moment of inertia of plane and solid figures, radius of gyration, polar moment of inertia, product of inertia principal axes, uniform motion, uniformly accelerated motion, variable accelerated motion, harmonic motion, simple pendulum, rotation, work, energy, momentum and impact.

Professor FERRETTI.

*ME 30 Thermodynamics**Second semester**Preparation: M-6, P-4
Three hours per week*

In this introductory course in the fundamentals of thermodynamics the following subjects are discussed: general theory of heat and matter; first and second laws of thermodynamics; equations of state; fundamental equations of thermodynamics; laws of perfect gases; properties of vapors including development and use of tables and charts; thermodynamic processes of gases, and saturated and superheated vapors; and the general equations for the flow of fluids.

Professor FERRETTI.

*EL 14 Electrical Measurements I**Second semester**Three hours per week*

A brief study of measurements in general, and precision measure as applied to electrical measurements in particular. Resistance devices, galvanometers, ammeters, and voltmeters are next discussed, the treatment of other instruments being taken up later in connection with their use. This is followed by a detailed discussion of the methods of measuring various electrical quantities (which involves the use of visual indicating devices), resistance, resistivity, conductance; D. C. electromotive force, current, power, and energy.

Professor PORTER.

*EL 15 Electrical Measurements II**First semester**Preparation: EL-14**Three hours per week*

This course, a continuation of EL 14, takes up in detail the methods of measuring the following electrical quantities: capacitance, inductance, magnetic induction permeability, hysteresis loss, vacuum tube constants, A.C. power and energy. These measurements involve the use of both visual and sound indicating devices. The student is given a thorough explanation of the construction, theory of operation, method of use, sources of error, etc., of the types of measuring instruments used in commercial work and in the standardizing laboratory.

Professor PORTER.

*EL 21-22 Electrophysics**Both semesters**Pre-requisite: M-7**Three hours per week*

The first five weeks of the course are given to a discussion of Maxwell's theory, the students being referred to the criticism and comments given by Richtmeyer in his *Introduction to Modern Physics*, after which the considerations leading to the discovery of the electron are discussed. The balance of the year is taken up with the study of the modern theories of electricity, electrical constitution of matter, photo-electric phenomena, X-rays, radio activity, and quanta.

Dr. MUCKENHOUP.

EL 23 Electrical Measurements Laboratory

First semester

*Preparation: EL-14, *EL-15
Three hours per week*

This course consists of a series of experiments emphasizing the principles developed in courses EL 14 and EL 15. The student becomes familiar with the use of the standard apparatus in testing laboratories. Particular stress is laid on the correct use of the apparatus, and precision discussions are required throughout.

The experiments cover such matters as the measurement of resistance by various methods, resistivity, conductivity, electromotive force, current inductance, capacitance, magnetic induction, magnetizing force, hysteresis loss, etc., in cable testing, magnetic testing, wave form determination, and the use of special apparatus.

Thorough training in the principles of precision of measurements is also given, and applied to each experiment performed.

PROFESSOR PORTER.

EL 24 Advanced Measurements Laboratory

Second semester

*Preparation: EL-23
Three hours per week*

This laboratory course is given over to the use of laboratory and secondary standards and precision methods as applied to checking resistances, calibration of indicating and integrating instruments of various types.

It involves the use of the potentiometer, Weston laboratory standard instruments; precision model Kelvin Low Resistance and Carey-Foster bridges; Westinghouse portable oscillograph, standard daylight photometer; potential phase shifters and rotating standard.

Testing for characteristics and investigation of the action of three element tubes, tungar rectifier, and Piezo oscillating crystals.

Precision work is insisted on throughout, and while the student is trained to develop speed and quickness of manipulation, this is never at the expense of quality and accuracy of the work.

PROFESSOR PORTER.

*Preparation courses marked with an asterisk and the advanced course may be carried simultaneously.

Psychology

Ps 1A Orientation Problems

First semester

Required of Freshmen

Two hours per week

This course aims to assist freshmen in their adjustment to college life and study. It deals with the efficient use of time, proper study habits, effective reading skills, and similar considerations. Matters of mental hygiene are also discussed by the lecturer, and individual conferences are held during which students may obtain expert advice on personal problems. Outside reading is required.

Professor ESTES.

Ps 1-2 General Psychology

Both semesters

Three hours per week

A survey of the field designed to introduce the student to the problems and investigational techniques of psychology. The structural basis of behavior, motivation, perception, learning, thought, and personality constitute the principal topics.

Professor ESTES.

Ps 3-4 Social Psychology

Both semesters

Three hours per week

It is the aim of the course in Social Psychology to familiarize the student with the contemporary concepts and knowledge in this field. Consideration is given to the following topics: the general features of social behavior; personality and social conditioning; social attitudes and the subjective environment; leadership and prestige in social behavior; collective behavior, including the study of mental epidemics, the nature of public opinion, and propaganda; the psychology of culture and cultural change.

Instructor to be announced.

Ps 5-6 Educational Psychology

Both semesters

Three hours per week

The objective of this course is to acquaint the student with the application of the facts of General Psychology to the problems of teaching and learning. Topics to be considered: individual differences, motivation and formal learning, general principles of learning, how to study, transfer of training, adjustment as an educational process.

Professor ESTES.

*Ps 7-8 Genetic Psychology and Mental Hygiene**Both semesters**Three hours per week*

A survey of the literature on the psychological growth and development of the child from the points of view both of experimental psychology and mental hygiene. The course aims on the one hand to acquaint the student with the techniques of study in the field of child psychology and on the other to acquaint him with the implications of the findings for the guidance of growth.

Instructor to be announced.

*Ps 9-10 Abnormal Psychology**Both semesters**Pre-requisite: Ps 1-2**Three hours per week*

A general introduction to the field of psycho-pathology. The psychology of abnormal mental states, especially the neuroses and the minor disturbances of everyday life, constitute the subject matter. Interpretation of clinical findings in the life of some of the contemporary schools of psychology is included.

Professor ESTES.

*Ps 11-12 Psychometrics**Both semesters**Pre-requisite: Ps 13-14**Three hours per week*

A course designed for the student who is majoring in psychology. The course gives the student experience in the use of standard psychometric techniques and in the rudiments of research procedures in the field of capacity measurement.

Instructor to be announced.

*Ps 13-14 Theory and Advanced Psychology**Both semesters**Pre-requisite: Ps 1-2**Three hours per week*

The course is limited in enrollment to students who major in psychology. To be devoted to an intensive consideration of specific topics in the field of theory and systematic psychology. The particular topics covered will vary from year to year.

Professor ESTES.

*Ps 15-16 Psychological Laboratory**Both semesters**Four hours per week*

Lectures and laboratory work. Laboratory exercises afford first-hand acquaintance with some of the standard experimental methods of psychology. Sensory processes, movement, co-ordination, attention and perception are the chief topics covered. Open to students only after conference with the instructor.

Instructor to be announced.

Sociology

S 1-2 General Sociology

Both semesters

Three hours per week

Proceeding from the definition of sociology as the science of social process, this introductory course deals with the principles and problems of human association, including its origin, forms, development, functions, and conflicts. The relation of anthropology, economics, and social psychology to sociology is shown. The more inclusive concepts of social philosophy are combined with applied sociology in order that the student may gain both adequate perspectives and practical solutions in this field. Topics for study include social regress and progress, social mobility, social organization, the clash of cultures, and other related considerations. No one school of sociological thought is emphasized; the eclectic method is employed throughout. The course is designed to orient the student in the general field and is a unit in itself. It is, however, a pre-requisite for most of the courses given in the department.

Professor HAVICE.

S 3-4 Social Institutions

Both semesters

Three hours per week

This course proceeds from the thesis that human society finds itself increasingly institutionalized, in occupation, government, religion, mutual aid, or play. It then studies the effect of the institutions upon the individual with the view of seeking to eliminate those elements which are undesirable and to encourage those which are desirable. The cycle of institutional development and the interpenetration of institutions are studied. Attention is given to the more formal types of institutions — such as state homes and hospitals. Field trips are taken to a selected group of such institutions which are located in Boston and vicinity.

Professor HAVICE.

S 5-6 Social Pathology

Both semesters

Pre-requisite: S 1-2
Three hours per week

The various ills and maladjustments of human society are described and solutions considered. The inter-relations of social problems and the vicious circles of pathological conditions are emphasized. Theory is introduced in the discussion only when it adds background to the practical treatment of these problems. Representative subjects of study include suicide, illegitimacy,

unmarried mothers, divorce, broken homes, alcoholism, drug addiction, mental defectiveness, juvenile delinquency, and certain types of crime. Students are given the opportunity to take field trips to a number of institutions in greater Boston which deal with the several types of social pathology.

General Sociology is a pre-requisite to this course. It is recommended that students take Social Pathology as soon after the general course as possible. This procedure will enable the student to apply the principles to problems as presented.

Instructor to be announced.

S 7-8 Criminology

Both semesters

Three hours per week

Who are criminals and what makes them such are the first questions which this course approaches. After a study of the nature and causes of crime, instruction is then given concerning the history, types, and theories of criminology. The classical and positive schools of the treatment of crime are compared with more modern points of view. Delinquency areas and crime zones are surveyed. What bearing mental disease and defectiveness, poverty, broken homes, and racial background have upon crime is examined; in fact, this course emphasizes at all times the fact that crime is not an isolated phenomenon but is closely related to many other social problems.

Social Pathology is recommended, but not required, as a course to be taken before Criminology.

Instructor to be announced.

S 9-10 Penology

Both semesters

Pre-requisite: S 7-8

Three hours per week

After making a brief survey of the development and history of penology, the course devotes most of the time to an understanding of contemporary methods and problems of punishment. Students are shown the merits and defects in the several prevailing types of prisons and prison policies. Actual prison conditions, prison reform, and administrative problems are studied. Changing concepts of punishment are examined. More specific topics of study include recidivism, parole, pardon, probation, capital punishment, prison labor, and rehabilitation of discharged prisoners. Visits are made to the several criminal courts and penal institutions in greater Boston. Several special lectures will be given each year by practising criminologists.

Instructor to be announced.

*S 11-12 Social Anthropology**Both semesters**Three hours per week*

After a summary of the several theories of organic evolution, the course proceeds to a study of societal origins and development. The progress of man and his relationships is viewed in the light of ethnological and ecological factors. Monogenism and polygenism are discussed. Such practical considerations as race peculiarities and conflicts, the Nordic theory, and race mixtures are given attention.

Professor HAVICE.

*S 13-14 The Family**Both semesters**Three hours per week*

The historical development of the family is first surveyed, after which the course focuses upon modern family conditions and problems. The monogamic family is contrasted with other types, and such unconventional forms as companionate and trial marriages are evaluated. Then follows an intensive study of family problems.

The course seeks to present a constructive program for strengthening the family as a basic unit in society.

Professor ESTES.

*S 15 Population Problems**First semester**Three hours per week*

Population pressure, contrasts between urban and rural population, migration, and pertinent types of social mobility are studied in this course. After a brief survey of population problems in several areas of Europe and the Orient, attention is then given to a careful analysis of population conditions in the United States. The many factors are shown which intensify the problem in our country in spite of its wide area. What principles have superseded those of Malthus? What immigration policies are most sound for our country in the long run? What methods can be adopted which will relieve the population pressure in our great cities? Such questions as these will be discussed.

Instructor to be announced.

*S 16 Trends in Contemporary Society**Second semester**Three hours per week*

A study is made of present-day basic social forces in an effort to determine whether they indicate a state of trendless flux or whether they move in a discernible direction. The course presupposes an elementary knowledge of the principles and problems of sociology. It observes contemporary social movements,

correlates them, evaluates them, and endeavors to orient man in his society. Readings from current journals are assigned regularly.

Professor HAVICE.

S 17-18 Sociology of Religion

Both semesters

Three hours per week

Religious beliefs, practices, and institutions are examined and evaluated in relation to their effects upon society at large. The great religions of the world are compared in the light of their contributions to the well-being and progress of mankind. The social creeds of the several leading denominations in America are discussed in their attitudes towards race, industry, war, and other related problems. The influences of organized religion upon politics and educational institutions are given attention.

Professor HAVICE.

S 19-20 Vocational Study in Sociology

Both semesters

Pre-requisite: S 7-8

Three hours per week

Students who contemplate engaging in some type of social service work either as a profession or as an avocation are advised to take this course. Types of social and institutional work are presented. Opportunities available and qualifications desired are discussed. Personnel and administrative problems are studied from a practical point of view. The needs for new or modified legislation concerning such social questions as sterilization, birth-control, and the like are studied. Students are expected to reserve some time for visiting and possibly rendering services at local institutions and agencies.

Professor NIGHTINGALE.

S 21-22 Urban Sociology

Both semesters

Three hours per week

After surveying the complex human society found in the various cities of the world, this course then turns to the study of the modern American city. Its types, social values, and pathological elements are discussed. Methods of city planning are considered. The belief on the part of some sociologists that democracy is doomed by its cities is examined in the light of typical problems of urban society.

Instructor to be announced.

*S 23-24 Pro-Seminar in Sociology**Both semesters**Two hours per week*

Students who have demonstrated superior ability in at least three courses in the department, including General Sociology, are eligible to join this pro-seminar group. One of several fields of study may be chosen. The work is supervised at regular intervals, although there is no class routine. Reports are assigned for presenting to the group, and a brief paper is to be submitted at the end of the pro-seminar. In most cases students are required to take this course before entering the regular seminar.

Professor HAVICE.

*S 25-26 Seminar in Sociology**Both semesters**Three hours per week*

A limited number of advanced students may take this seminar course upon the approval of the head of the department. Students thus qualified are given considerable freedom in the selection and treatment of some special problem for study. Frequent conferences with the instructor are required, but the seminar meets as a group only occasionally and then informally. A thesis constitutes a substantial part of the work.

Professor HAVICE.

*Biology**B 1-2 General Biology**Both semesters**Nine hours per week*

A study of plant and animal organisms with respect to their structures and life processes. Among the phases dealt with are the properties of living matter; the structure and arrangement of cells in organic tissue; metabolism; reproductive processes; individual variations and modifications; factors of heredity; and the classification of animal and vegetable forms. Lectures, discussions, and laboratory work.

Instructor to be announced.

*B 3 Zoology I**First semester**Pre-requisite: B 1-2**Six hours per week*

A study of invertebrates, from unicellular organisms to the more highly developed types of land and marine life. A detailed examination is made of the structure and habits of common invertebrate forms.

Instructor to be announced.

B 4 Zoology II

Second semester

*Pre-requisite: B 1-2
Six hours per week*

A study of the form, structure, functions, and characteristics of vertebrate animals, including man.

Instructor to be announced.

B 5 Physiology

First semester

Three hours per week

A study of the basic functions of life. Consideration is given to the physico-chemical activities of protoplasm; typical reactions of the cell; transformations of nutrient material; nerve responses and motor functions; muscular activity; and the work of specific organs.

Professor PARSONS.

B 6 Genetics and Eugenics

Second semester

*Pre-requisite: B 1-2
Three hours per week*

A study of the principles of variation and heredity. From established facts as to the transmitting of individual characteristics from one generation to another, and from experimental data on the selective breeding of plants and lower animals, are derived the possibility and procedures of a eugenic science looking toward the controlled improvement of the human race.

Instructor to be announced.

Education

Ed 1 Introduction to Education

First semester

Three hours per week

A survey course introducing the student to the field of education. Beginning with a consideration of the important educational concepts and practices delivered to the twentieth century, the course continues with an analysis of current problems of education in the United States. An effort is made to acquaint the student with the vocabulary of education and with the more important educational periodicals of the present day. Special emphasis is placed upon those aspects of education in regard to which every cultivated layman ought to be informed.

Professor WHITE.

Ed 2 Comparative Education

Second semester

Three hours per week

The course essays a comparison of the educational theories and practices in current operation in the chief countries of the world.

Emphasis is laid upon the bearing of different types of educational programs upon American practice. Much of the assigned reading is in current periodical literature, although a basic text is also used. Lectures, special reports, class discussions, and occasional motion pictures comprise the media by which the course is conducted.

Instructor to be announced.

Ed 3-4 History of Education

Both semesters

Three hours per week

Beginning with primitive times this course traces the history of education through the Greek and Roman periods, the Middle Ages, the Renaissance, into modern civilization. The course is concerned with the development of educational points of view as well as with the details of past organization and practice. Among others, the influence of such men as Rabelais, Luther, Loyola, Locke, Comenius, Rousseau, Pestalozzi, Herbart, Froebel, Spencer, Mann, and Barnard is studied in detail. Time permitting, some consideration is also given to contemporary educational thinkers.

Professor WHITE.

Ed 5-6 Philosophy of Education

Both semesters

*Preparation: Ed 1 or Ed 3-4
Three hours per week*

A study of the leading points of view in modern education, aimed at enabling the student to formulate for himself an adequate educational philosophy. The educational writings of John Dewey form the subject matter of the first part of the course, which is followed by a discussion of the points of view urged by Dewey's critics. Toward the end of the course attention is focussed upon problems of curriculum construction.

Instructor to be announced.

Ed 7 School Administration

First semester

*Pre-requisite: Ed 1, Ps 5-6
Three hours per week*

A study of the principles underlying the organization, administration, and supervision of secondary schools. The course is illustrated with suitable problems taken from actual practice. It should be of special interest to students who contemplate high school teaching as a vocation.

Professor PUGSLEY.

Ed 8 Educational Measurements

Second semester

*Preparation: Ps 1-2 or Ps 5-6
Three hours per week*

The course concerns itself with current problems in the field of educational tests and measurements. Most of the lectures are given over to a discussion of the construction and use of new type objective tests, with particular reference to the field of secondary education. The relative merits of the essay and the objective examination are considered in connection with the problem of grades and grading systems. Enough elementary statistics are included to enable students to use intelligently the results of testing. Emphasis is placed upon the importance of an accurate interpretation of test data and upon the futility of indiscriminate testing.

Professor ESTES.

Government

Gv 1-2 American Government and the Federal System

Both semesters

Three hours per week

A study of the institutions and functions of the federal government. The executive, legislative, and judicial powers regarded in the light of present day interpretation of the Constitution. The balance of central with local authority, the party system, and the political aspects of the "New Deal."

Mr. KNOWLES.

Gv 3 Municipal Government

First semester

*Pre-requisite: Gv 1-2
Three hours per week*

This course is a study of the machinery of city government in the United States, treating specifically the growth of the American city, the duties and powers of the municipal corporation, the organs of municipal government and their interrelation, and an analysis of the frame-work and functionalizing mechanism of municipal organization.

Mr. KNOWLES.

Gv 4 Comparative Government

Second semester

*Pre-requisite: Gv 1-2
Three hours per week*

A course which presents the processes and institutions by which government is being attained in the leading nations of the world.

The course is designed to give breadth of view and develop a sympathetic appreciation of what people of other races and nationalities are doing to meet the demands of modern society.

Instructor to be announced.

Gv 5 Philosophy of Government

First semester

Pre-requisite: Gv 1-2

Three hours per week

A study and comparison of the systems of philosophy and theories which underlie the governments of the leading nations, presenting a historical study of the growth and power of public opinion in shaping governments.

Instructor to be announced.

Gv 6 Government Problems

Second semester

Pre-requisite: Gv 1-2

Three hours per week

The purpose of this course is to present a study of government through the use of problem and case material. Problems and issues will be presented for discussion to encourage the formation of opinions and judgment of political issues.

Mr. KNOWLES.

Graphic Arts

D 1 Graphics I

First semester

Six hours per week

This course comprises a complete study of shape description in both orthographic and pictorial form. It provides a thorough foundation for the study of working drawings. The work is laid out according to the following divisions: care and use of instruments, lettering, geometric constructions including the conic, involute, and cycloidal curves, orthographic projection including multiplanar and axonometric drawing, oblique and perspective projection, technical freehand sketching and development.

Professors TOZER and MESERVE, Mr. CLEVELAND.

D 2 Graphics II

Second semester

Preparation: D-1

Six hours per week

This course comprises a complete study of the theory of projection commonly known as Descriptive Geometry.

Professors TOZER and MESERVE, Mr. CLEVELAND.

D 3-4 Machine Drawing

Both semesters

*Preparation: D-1, D-2
Three hours per week*

Detail working drawings of machine parts and assembly drawings of simple machines are made in accordance with best commercial practice. Such simple phases of mechanism as are necessary to a complete understanding of machine drawing are included in the course.

Professors TOZER and MESERVE.

GA 5 Principles of Composition in Art

First semester

Six hours per week

A comprehensive course in the appreciation of visual art, emphasizing the use and arrangement of line, mass, and color in composition. By means of textbook pictures, lantern slides, and museum trips, the class will study actual works of art to discover their patterns and structure.

This course is recommended but not required as a preparation for the courses in History of Art. It is also suggested for students who want merely to increase their enjoyment of art by studying the aims and resources of the artist.

Professor TOZER.

GA 6 Freehand Sketching

Second semester

Six hours per week

A course in freehand drawing to train the student to see and record shapes rapidly and in proper proportion, both in outline and in light and shade. This course includes an introduction to lettering; orthographic, oblique and perspective projection; figures in action; and shades and shadows.

Open only to students who by interview with the instructor have given evidence of some facility in elementary sketching.

Professor TOZER.

GA 7 History of Art I

First semester

Three hours per week

A study of the characteristics and development of architecture and sculpture in the Occident up to the period of the Renaissance, with a brief survey of Oriental art. The work of the course will include research among museums of Greater Boston.

Professor MESERVE.

GA 8 History of Art II

*Second semester**Three hours per week*

An examination of the period of the Renaissance in architecture, painting, and sculpture, including the influence of this period and early Christian beginnings upon contemporary art. This course includes also a study of the influence of reformers, inventions, and political movements upon modern art education.

Professor MESERVE.

GA 9 Art in Industry

*First semester**Three hours per week*

This course is directed toward a study and development of the applications of design theory to modern manufacturing. Through an analysis of typical problems the class will examine the background of industrial design and discover how the principles of art may be used to improve the form of such products as containers, tools, household machinery, furniture, and motor cars.

Instructor to be announced.

GA 10 Art in Merchandising

*Second semester**Three hours per week*

A course in the application of the laws of composition and design to the problems of aesthetic appeal in advertising media. Lettering, typography, and design problems relating to advertising panels, placards, pamphlets, bookcovers, etc., will be discussed.

Instructor to be announced.

History

H 1-2 Modern European History (1815-1910)

*Both semesters**Three hours per week**Required of Freshmen*

This course aims at describing and interpreting the development of European states from the crisis at Waterloo to the eve of the World War. Among the influences to be dwelt on are the Metternich system, the unification of Italy, the evolution of Prussian power, the emergence of French republicanism, and English political and social reform. The latter part of the second semester is devoted to a study of the international relationships which precipitated the tragedy of 1914.

Instructor to be announced.

H 3-4 Contemporary World History

Both semesters

Three hours per week

This course is a study of the economic, social, and political conditions which influence modern nations internally and determine the character of their external relations. New departures in government, such as the Soviet system, Fascism, and the rise of modern dictators, are examined and discussed. Some attention is given also to the causes and effects of the economic interdependence of nations.

Instructor to be announced.

H 5-6 American History

Both semesters

Three hours per week

This course is an interpretation of the events which have shaped the American nation to its present form. After a brief review of the early settlements, the Revolution, and the establishment of the Republic, attention will be given chiefly to an explanation of American policies and the effort to adjust the various class and sectional interests which make up the complex of our national life.

PROFESSOR HAMILTON.

H 7 Medieval History

First semester

Three hours per week

This course treats the emergence of Europe from the Dark Ages, the growth of nationalism, the influence of the Church, the development of commerce and trade guilds, and the advance to new standards in art, literature, and philosophy. Emphasis will be placed less on the political give and take of the age than on medieval conditions which have laid a permanent foundation for modern life.

Instructor to be announced.

H 8 Graeco-Roman History

Second semester

Three hours per week

This course deals principally with the cultural and social aspects of the classic period, dwelling particularly on the qualities of Greece and Rome which made those nations pre-eminent in their day and which made possible their large contributions to the subsequent rise of western civilization.

Instructor to be announced.

Philosophy

Ph 1-2 Introduction to Philosophy

Both semesters

Three hours per week

Philosophy deals with such basic and intensive questions as the nature of the universe, the essence of reality, the existence of God, and the meaning and purpose of life. This introductory course combines the historical and systematic approaches to the subject. The historical treatment includes a survey of the great philosophers and of the development of various philosophical ideas. The systematic treatment presents the several schools of philosophy, such as idealism, realism, materialism, pluralism, dualism, and the like. The place of philosophy is considered in its relation to ethics, aesthetics, religion, and the social sciences. The course seeks not only to acquaint the student with facts about philosophy but especially to enable him to philosophize on his own account. Original and independent thinking is encouraged at many points in the course.

Professor HAVICE.

Ph 3-4 Problems of Philosophy

Both semesters

Pre-requisite: Ph 1-2

Three hours per week

The chief systems of thought are applied to what are commonly termed the persistent problems of philosophy. The problems are for the most part to be found in the fields of epistemology, teleology, and metaphysics. The following topics suggest representative problems which will be studied: the relation between mind and body, the nature and extent of freedom of the will, the validity of knowledge, and the bearing which the more recent views in physics and psychology have upon related philosophical problems. Students must have completed an introductory course in philosophy before beginning this course in problems.

Instructor to be announced.

Ph 5 Philosophy of Religion

First semester

Three hours per week

The fundamental questions of religious belief are examined in the light of philosophy. Modern religions are compared with respect to their views on the nature of the Deity, the meaning of worship, and the relationship between man and God. Further topics for study include the question of the validity of mysticism and intuitive knowledge of religious truth, the immortality of the soul, the meaning of the supernatural, the presence of natural evil, and the relation of morality to religion.

Students may take Philosophy of Religion without having had any other course in this department, but there is an advantage in having had the Introduction to Philosophy.

Professor HAVICK.

Ph 6 Logic

Second semester

Three hours per week

Formal logic is subordinated in this course to the more practical consideration of the methods of critical and reflective thought. Common fallacies in logic are indicated, and the student is given frequent exercises in determining fallacious and true reasoning. Attention is given to the principles of induction, deduction, verification, syllogism, and assumptions. To assist the student to think clearly and correctly is the essential purpose of this modified course in Logic.

Instructor to be announced.

Ph 7-8 Social Ethics

Both semesters

Three hours per week

This course deals with the nature of right and wrong conduct with reference to moral problems in individual and social life. The beginnings and growth of morality will be traced from the level of custom to the level of conscience and then to the level of reflective thought. How moral judgment is developed and how ethical standards are established will be considered. Contrasts between American and European views on morality will be presented in an effort to determine to what degree ethics is related to sociological and geographical factors. A selected group of ethical problems will be incorporated into the course. The student will be expected to apply the principles of moral judgment which bear upon the problems.

This course may be taken for credit in either the department of philosophy or the department of sociology.

Professor HAVICK.

Ph 9, Ph 10 Seminar in Philosophy

First or second semester

Three hours per week

Each semester a small seminar group of advanced students in the department will study intensively the life and philosophy of some such eminent thinker as Kant, Hegel, Spinoza, or Bergson. The student will be given considerable freedom in his study; he will not be bound to any class routine but will present occasional reports to the seminar group, and will submit a paper at the end of the semester.

Students must have shown proficiency in at least three courses in philosophy before they are eligible to take this seminar.

Instructor to be announced.

Physical Education

PE 1, PE 2 Hygiene

*First or second semester
Required of Freshmen*

Two hours per week

Two class hours per week are devoted to the study of information closely related to the Physical Training work and to personal and mental hygiene. For this class lecture, each student is assigned at least one hour of outside study based on the required textbook. The course includes enough of the fundamentals of physiology and anatomy to enable the student to understand such parts of the course as require some knowledge of these subjects.

Mr. TATTON.

PE 3-4 Physical Training

*Both semesters
Required of Freshmen*

Two hours per week

All first year students are required to take Physical Training. Health, strength, and vitality do not come by chance, but by constant attention to good habits of living.

The work in the course includes a formal calisthenic program, special exercise classes for the correction of postural defects, participation in the regular athletic program, including baseball, basketball, hockey, football, track, and many types of informal games. All members of the class are also required to learn to swim.

Students wishing to be excused from Physical Training because of physical defects are required to present a petition to the faculty supported by a physician's certificate.

Mr. LAVEAGA, Mr. HULTGREN, and ASSISTANTS.

PE 5-6 Principles of Physical Education

Both semesters

Three hours per week

The course considers the place of physical education in the general educational scheme in the United States. School health programs are discussed with particular emphasis upon the health examination and the procedures which follow it. Diagnostic and remedial techniques, classroom hygiene, preventive and corrective exercise, and the administrative aspects of the school health service are also considered. The course also includes a consideration of the proper place occupied by interschool and intercollegiate athletics in the physical education program.

Required of all students electing Physical Education as a minor field.

Professor PARSONS.

PE 7 History of Physical Education

*First semester**Three hours per week*

To provide a valuable background for students in this field, this course traces the whole history of physical education from the days of the Greeks and the Romans up to the present. Attention is given to a number of special systems of training which have been developed in Europe.

The course is required of all students electing Physical Education as a minor field.

Mr. MacKENZIE.

PE 8 Administration of Physical Education

*Second semester**Three hours per week*

This course is designed to acquaint the student in the field of physical education with many of the administrative problems which are likely to arise in connection with his work. The subject matter includes a consideration of the objectives of the physical education program, personnel required, and various allied subjects such as gymnasia, athletic fields, and the construction and maintenance of these units. The conduct of the athletic program including requirements for equipment, arrangements of schedules, coaching meets, etc., is also included. Required of all students electing Physical Education as a minor field.

Professor PARSONS.

PE 9 Football

*First semester**Five hours per week*

This course is designed to furnish the student interested in football coaching with a thorough knowledge of the sport. Careful consideration is given to the fundamentals in discussing the plays of each position in the line and backfield. Various well-known offensive and defensive systems are discussed for the purpose of considering their general merits, as well as adaptations to particular situations. Training and conditioning, rules and interpretation, and officiating are given proper attention.

PE 10 Floor and Apparatus Work

*Second semester**Five hours per week*

The student is given actual practice in the use of the various types of equipment found in the gymnasium. This work, together with actual practice in floor work and the use of hand equipment such as dumb-bells, weights, etc., places the student in a position to understand and direct classes in the gymnasium. Emphasis is given to the importance of stimulating leadership in gymnasium activities.

Mr. LAVEAGA, Mr. HULTGREN, and ASSISTANTS.

*PE 11 Track and Field Events**First semester**Three hours per week*

The course considers the care and training of track athletes. Practice schedules, selection of material, conduct of meets, etc., are discussed. The viewpoint from which the topics are treated is that of the student of coaching technique. In connection with this course, action pictures taken from actual performances by world champions, together with moving pictures, are of great value in demonstrating the style and technique of track and field events.

Professors ZELLER and PARSONS.

*PE 12 Basketball**Second semester**Five hours per week*

Various systems in use throughout the country are compared and contrasted. Team play, offense, defense, signal systems, training and conditioning, rules, and officiating are among the topics studied. The student in this course should acquire a thorough knowledge of all phases of the sport.

Mr. McCox.

*PE 13 Play and Recreation**First semester**Three hours per week*

The purpose of this course is to prepare students for leadership of leisure time activities. It considers the biological and sociological aspects of play and its increasing importance in modern life. From a practical point of view the course deals with the problems faced by the director of leisure time activities in the community, in the school, or on the playground. The course should be of special interest to students who contemplate entering social work or teaching.

Professor PARSONS.

*PE 14 Baseball**Second semester**Five hours per week*

Theory and practice of the American national game. Selection of players, training, signals, rules, and game strategy. Practice in batting, base running, and fielding.

Mr. McCox.

French

F 1-2 *Elementary French*

Both semesters

Five hours per week

A course for beginners in the reading, writing, and speaking of French. Open only to upperclassmen.

Instructor to be announced.

F 3-4 *Intermediate French*

Both semesters

Three hours per week

Open to Freshmen

A course for those who have had at least one year of pre-college French. Study is carried on through reading, composition, and conversation in French.

Instructor to be announced.

F 5-6 *Advanced French*

Both semesters

Pre-requisite: F 1-2 or F 3-4

Three hours per week

This course is intended to expand the student's literary and scientific vocabulary and to serve as an introduction to the study of French literature.

Instructor to be announced.

F 7-8 *Readings in French Literature*

Both semesters

Pre-requisite: F 5-6

Three hours per week

This course is designed to make the student familiar with the outstanding works of French writers and to furnish him material for the comparison of French literature with the literature of other nations.

Instructor to be announced.

German

G 1-2 *Elementary German*

Both semesters

Five hours per week

A course for beginners in the reading, writing, and speaking of German. Open only to upperclassmen.

Instructor to be announced.

*G 3-4 Intermediate German**Both semesters
Open to Freshmen**Three hours per week*

A course for those who have had at least one year of pre-college German. Study is carried on through reading, composition, and conversation in German.

Instructor to be announced.

*G 5-6 Advanced German**Both semesters**Pre-requisite: G 1-2 or G 3-4
Three hours per week*

This course is intended to expand the student's literary and scientific vocabulary and to serve as an introduction to the study of German literature.

Instructor to be announced.

*G 7-8 Readings in German Literature**Both semesters**Pre-requisite: G 5-6
Three hours per week*

This course is designed to make the student familiar with the outstanding works of German writers and to furnish him material for the comparison of German literature with the literature of other nations.

Instructor to be announced.

*Geology**Gy 1 Economic Geography**First semester**Three hours per week*

This course treats of the physical basis of our present civilization. The approach is essentially structural, but some consideration will be given to the problems that arise from the structural forms of certain of our major raw materials.

Professor HAMILTON.

*Gy 2 Physiography**Second semester**Three hours per week*

Physiography has to do with (1) the lithosphere, the solid part of the earth; (2) the hydrosphere, the water of the earth; and (3) the atmosphere, the air envelope surrounding the earth.

Study of the lithosphere includes a consideration of the earth's surface, with reference to the conditions and processes which have brought the surface to its present state. Study of the

hydrosphere deals with the relations of oceans, seas, lakes, and rivers to the general topography of the surface. Study of the atmosphere includes consideration of weather maps, the general circulation of the atmosphere, and the causes of climate variations within the several zones.

Professor PUGSLEY.

Gy 3-4 General Geology

Both semesters

Preparation: CH-2

Three hours per week

This course will develop an interpretation of the earth in the light of our knowledge of other sciences. To this end will be studied rocks in their relation to other rocks; water and its effect upon rocks; and the atmosphere, with respect to its movements and its reactions with the mineral constituents of rocks.

The continued changes of the earth will be studied and analyzed with reference to the processes that cause them. For their bearing on these changes and processes the following subjects will be discussed: the origin of the earth; its movements; its materials; weathering; atmosphere; ground water; streams; glaciers and continental ice caps; ocean diastrophism; volcanism; sedimentary, igneous, and metamorphic rock.

Professor PUGSLEY.

Surveying *CI 1 Surveying*

First semester

Open to Freshmen

Two hours per week

This general course in surveying, required for all engineering freshmen, explains the field methods and measuring instruments commonly used in surveying operations. The course consists of lectures, assigned problems, and field demonstrations of the more important surveying instruments. The close association of surveying with trigonometry and drawing is emphasized by illustrative assignments.

Professors INGALLS and MESERVE.

CI 3 Higher Surveying

First semester

Pre-requisite: CI-1

Three hours per week

The course is divided into two portions. The first treats of basic principles such as taping, theory of the transit and use of the transit, theory of the level, care of the level and use of the level. The second portion deals with closed and random traverses, both the D.M.D. and the co-ordinate methods being used.

Particular stress is laid upon having the student use the methods and procedures as outlined by the Massachusetts Land Court.

Professor ALVORD.

*CI 4 Higher Surveying**Second semester**Preparation: CI-3**Three hours per week*

The course consists of lectures and problem work in plane triangulation, double rodged levels, Coast and Geodetic leveling, the plane table, field adjustments of the transit and the level, and stadia surveying.

Professor ALVORD.

*CI 5 Higher Surveying F. & P.**First semester**Preparation: *CI-3**Five hours per week*

The course is divided into two equal parts. The first part is devoted entirely to field work, while the second part is devoted entirely to office, or plotting work.

In the field an accurate tape and transit closed traverse is run. The angles are carefully read by repetition and the distances are carefully taped; each traverse point is carefully tied in. The aim is to obtain data for a closed traverse equal to or better than a Class A survey as set forth by the Massachusetts Land Court. The best methods and procedures of taking field notes are emphasized.

In the drafting room the student is required to compute his closed traverse by both the D.M.D. and rectangular co-ordinate methods, submit an original drawing of his traverse and a tracing of the traverse, emphasis being placed upon such points as lettering, appearance, title, and the correct methods of representing both true and magnetic north.

Professor EVERETT.

*CI 6 Higher Surveying F. & P.**Second semester**Preparation: CI 5**Five hours per week*

Like course number CI 5, this course is divided equally into two portions, one consisting of field work, the other of drafting room work.

The field work is triangulation, including base line and measurement of angles by repetition with precise transits or theodolite. A complete plane table map is drawn locating physical features and contours. Some of the more elementary plane table problems, such as intersection, resection, and three point problems, are taken up. Precise and Coast and Geodetic leveling are also considered.

The drafting room work consists of the preparation of several triangulation maps, the computations for these triangulation sheets, and the solving of such problems as the eccentric, the three point problem (algebraic solution), inaccessible height (trigonometric leveling), etc.

Professor EVERETT.

*CI 14 Advanced Surveying**Second semester**Pre-requisite: CI-4
Three hours per week*

The course covers the theory and use of the sextant and transit in simple astronomical surveying problems. It also includes aerial surveying and map projection. Computations in geodetic triangulation are made, including the conversion of geodetic to rectangular co-ordinates.

Professor ALVORD.

*Unclassified Courses**C 1-2 Vocational Conference**Both semesters**Two hours per week*

This course is the connecting link between the industry and the class-room. It is conducted as a society and is presided over by student officers under the direction of a member of the faculty. Each student, in turn, delivers a twenty- to thirty-minute talk on some topic of experience or general interest. Other students are designated to supplement the information given by the principal speaker with short discussions, and the meeting is then thrown open to a general discussion by the whole class as long as seems best to the instructor. Thus it is possible for all students in the class to become familiar with the practical experience being acquired by their class-mates and so become acquainted with a larger number of practical problems and a broader field of experience.

Intermingled with these regular classes special programs are arranged to permit prominent men to address the students on current problems and projects.

Professor NIGHTINGALE.

*C 3-4 Vocational Conference**Both semesters**Two hours per week*

This course is designed to bring about analytical thinking and systematic planning of the "after-graduation-employment" problem. It is conducted as an open discussion class by the Department of Co-operative Work. Each Co-ordinator has in class those students who have been placed and supervised on co-operative work by him. Each student analyzes and applies to himself as the "product" the fundamental principles of merchandizing. Prominent men who are leaders in the fields of employment, counselling, business or engineering present the employers' viewpoints. Thus the graduating seniors are brought face to face during the year with one of the most important and

perplexing problems of life, namely, how to "sell their services", thereby aiming to bring a co-ordinated training of theory and practice to a logical conclusion.

Professor NIGHTINGALE.

Business Administration

Students in the School of Arts and Sciences may elect a limited number of courses in Accounting, Banking and Finance, Business Law, and Business Management from the offerings of the School of Business Administration. Synopses of these courses will be found on pages 139 to 153 of this catalogue.

Theses

A thesis in the School of Arts and Sciences is considered to be an essay involving the statement, analysis, and solution of some problem in a special field. Its purpose is to demonstrate a satisfactory degree of initiative and power of original thought and work on the part of the candidate. A mere resumé of existing knowledge in some subject is not acceptable. This, it is true, must usually be made, but in addition thereto the student must show his ability to deal constructively with the data he has collected and his power to draw significant and reliable conclusions from his investigations. The completed thesis will be examined for acceptance or rejection from the technical viewpoint by the Professional Departments interested and then forwarded to the Secretary of the Day Division. Final approval of the thesis rests with the Dean. When it is accepted, the thesis becomes the property of the school and is not to be printed, published, nor in any other way made public except in such manner as the Professional Department and the Dean shall jointly approve.

Theses are not required of seniors in the School of Arts and Sciences. To certain students who wish to do so, however, the privilege of writing a thesis may be granted by the Faculty Committee on Theses in accordance with the following regulations:

1. To be eligible to write a thesis a student must have attained a scholastic average of at least 2.0 or better during his middle year and the first half of his junior year.
2. Students who have met this minimum requirement may petition the Thesis Committee for the privilege of substituting a thesis for formal classroom work.
3. In his petition the student must state the subject which he proposes to investigate and give a brief statement of the purpose and scope of the proposed thesis.

4. Petitions for the privilege of writing theses must be submitted in writing to the head of the student's Professional Department not later than the end of the third school period of the junior year.

5. The Committee on Arts and Science Theses comprises Professor Wilfred S. Lake, Chairman, Professor Charles W. Havice, and Professor Stanley G. Estes.

OFFICE HOURS

DEPARTMENT OF ADMISSIONS

9 A.M. TO 4 P.M. daily
Saturday 12.00 N'N

Wednesday Evenings by
Appointment

Paste a Small

Photo or

Snapshot

in This Space

Northeastern University

School of Arts and Sciences

APPLICATION FOR ADMISSION

(A non-returnable fee of five dollars must accompany this application. Make checks, money orders, or drafts payable to Northeastern University)

Boston, Mass. 19

To Director of Admissions:

I (Name in full)
hereby respectfully apply for admission to the School of Arts and Sciences
for the school period beginning. 19.

NOTE: The applicant should fill out the following form (both sides) with care.

Residence Street
Town or City
State Tel.
Date of Birth Age
Place of Birth
Race Religion Nationality
Graduate of High School, Year
Location of High School
Other High Schools you have attended
.
If not a graduate, state the years of attendance and why you left.
.
Name of Principal
Father's, Mother's, or Guardian's Name
.
Address
Father's work, business or profession
Names and addresses of two persons to whom we may direct inquiries
concerning you.
.
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NORTHEASTERN UNIVERSITY

DAY DIVISION

SCHOOL OF
BUSINESS ADMINISTRATION

Co-operative Plan



Outline of Courses for 1935-1936

School of Business Administration

(For admission requirements see page 21)

Education for Business

Formerly when a student finished high school and decided to make his way in the business world he could go about it in one of two ways: (1) Obtain a position in a particular field of commerce or industry and by beginning at the bottom learn the business from the job of the office boy to that of the president, or (2) enter a liberal arts college and after four years of general study enter business just as he would have had he not attended college. It was hoped that his broad college training and collegiate contacts would push him along "through the ropes" faster than the fellow who went straight into business from high school. In either event this system of apprenticeship worked out very well in training a man in business and those who had the push and ability went to the front. This continued just so long as business remained what we may term as "small" as contrasted to "big business" of today. In the small business there was time and opportunity for employer and employee—boss and apprentice—relationships. A man could learn much from his superiors and recognition in the way of promotion in salary or responsibility rewarded those whose ability warranted it.

What of today? Can a student go "through the ropes" and progress today as his father did in his youth and early manhood? The answer is: probably not. We can see just reason for the negative answer when we consider our present business world. We are surrounded on every hand by "big business" where the employee is lost in the vast number of workers of every large organization. The old time employer who trained his own men is passing out of the business scene. This does not mean that there is any less need for training about the conduct of business. It does mean that the training has got to be done by some other person or institution especially equipped to do the job in a most thorough manner. Actually the training for business positions of real importance is more necessary today than ever before. To satisfy this very apparent need the Collegiate School of Business Administration has appeared and grown in size and importance within the last twenty-five years. Among other institutions for the training of young men who intend to undertake business as a

profession, Northeastern University offers to those properly qualified a college training in business administration, leading to the degree of Bachelor of Science in Business Administration.

Business Education on the College Level

Although it is true that collegiate training for business is relatively new in the field of higher education, it is also evident that collegiate business schools are beyond the stage of early experimentation and have emerged on a level with other college courses recognized as higher education. There is a certain advantage in newness in that the mere youth of the school keeps it up-to-date in its outlook and scope of activity. In addition it is not bound by the traditional but obsolete practices sometimes found in older branches of education.

We hear a good deal today about the increasing need for specialists in business. It is asserted that modern business institutions have become so large that no one man can administer the many matters of routine involving executive judgment. The need for specialists is self-evident, but the training best suited for preparing the individual to take over specialized executive authority is not so evident. There are many schools offering a short course of training in preparation for these specialized positions. Such training cannot give a man the breadth of vision needed to go beyond minor managerial jobs demanding attention to exhausting details of daily routine.

To pass beyond this on the way to responsibility of truly executive nature a background of general business and related knowledge is essential. This background should precede the specialized study into a particular branch of business, enabling one to see the whole business and industrial picture and not one branch of it. Executive administration cannot be taught with any adequacy by attacking one subject, no matter how carefully planned the approach and how thorough the course of study. For instance, accounting is not the only means of arriving at a production budget based on sales estimates; it is but one of the tools. A knowledge of marketing, finance, statistics, and management technique are also needed. Vision and sound judgment can then make all of these branches of information serve to best advantage.

Aims of the School

In keeping with current trends in collegiate business education the educational policy of the School is directed toward the achievement of the following purposes:

First: To offer that type of education for business which will enable students to select more advisedly the field of business best suited to their aptitudes. The co-operative plan is particularly effective in this respect.

Second: To build for breadth of perspective in preference to over-specialization with its narrowing effects; therefore, to eliminate haphazard selection of courses, through concentration upon balanced, carefully co-ordinated curriculums, and, thus, to provide an adequate background for specialization as need arises.

Third: To provide a thorough knowledge of fundamental economic laws and an understanding of their applications in business.

Fourth: To develop the habits of accurate thinking that are essential to sound judgment.

Fifth: To develop in all students those attitudes and ideals that are ethically sound and socially desirable.

Methods

In order that these aims may be realized as fully as possible, the School makes use of the problem and the case methods of instruction in addition to the lecture and recitation system. Mere textbook reading alone is almost valueless; students tend to accept without question what the textbook presents. Instead, they should learn to analyze every proposition, to challenge unsupported assertions, to think independently, and to support their thinking with logic and facts.

Hence, concrete problems and cases which executives have faced in accounting, marketing, organizing, and the like, constitute the bulk of class work. Students analyze problems, break them into their constituent parts, discover and list the factors for and against possible solutions, and work out a logical conclusion. In class they discuss their work with their instructors in the light of the latter's broader knowledge.

Such a method tends to develop an executive attitude. No lecture or mere reading of textbooks can do so. Students gain skill and facility in solving problems by actually solving many hundreds of them, thereby accumulating a ripe experience seldom open to the petty employee buried in routine and mechanical detail. What counts in business, as elsewhere, is not solely whether one possesses much knowledge, but whether one can

through his knowledge logically and effectively solve the problems he confronts, or possibly prevent problems from arising. Experience in solving typical problems provides a background for anticipating and forestalling similar ones as well as for solving others that may arise.

Requirements for Graduation

Students may qualify for the degree of Bachelor of Science in Business Administration in one of the following curricula: Accounting, Banking and Finance, Business Management.

Candidates for the Bachelor of Science degree must complete all of the prescribed work of the curriculum in which they seek to qualify with a degree of proficiency acceptable to the faculty. Students who undertake co-operative work assignments must also meet the requirements of the Department of Co-operative Work before they become eligible for their degrees.

No student transferring from another college or university is eligible to receive the B.S. degree until he has completed at least one academic year at Northeastern immediately preceding his graduation.

Any student who fails to show a satisfactory standard of general efficiency in his professional field may be required to demonstrate his qualifications for the degree by taking such additional work as the faculty may prescribe. If he is clearly unable to meet the accepted standard of attainment, he may be required to withdraw from the University. The degree conferred not only represents the formal completion of the subjects in the selected course of study but also indicates professional competence in the designated field of business administration.

Candidates who have achieved distinctly superior attainment in their academic work will be graduated with honor. Upon special vote of the faculty a limited number of this group may be graduated with high honor. Students must have been in attendance at the University at least two years before they may become eligible for graduation with honor or with high honor.

Theses are not required of candidates for the degree of Bachelor of Science in Business Administration. Students who show special aptitude for thesis work, however, may be permitted to substitute an appropriate thesis for equivalent work in class. Such permission must be obtained by the candidate from the board of thesis advisers.

Outline of Course of Study

Year	No.	FIRST TERM	Class Hours Per Week	No.	SECOND TERM	Class Hours Per Week
1	E 1	English Composition	3	E 2	English Composition	3
	Ec 1	Intro. to Economics..	4	Ec 2	Econ. Hist. of U. S...	3
	U 21-22	Law of Contracts....	4	U 21-22	Law of Contracts....	3
	PE 1	Hygiene.....	2	AC 2	Accounting I.....	4
	M 21	Business Mathematics	4	BU 2	Marketing Principles..	4
	PE 3-4	Physical Training ...	2	PE 3-4	Physical Training....	2
			19			19
2	FI 1-2	Fundamentals of Banking	3	FI 1-2	Fundamentals of Banking	3
	E 3	English II.....	3	E 4	English II.....	3
	Ec 3-4	Economic Principles..	3	Ec 3-4	Economic Principles..	3
	FI 3-4	Business Finance.....	3	FI 3-4	Business Finance.....	3
	AC 3-4	Accounting II.....	4	AC 3-4	Accounting II.....	4
	BU 3-4	Marketing Problems...	3	BU 3-4	Marketing Problems...	3
			19			19
3	Ps 1-2	Psychology.....	3	Ps 1-2	Psychology.....	3
	E 5-6	Effective Speaking....	2	E 5-6	Effective Speaking....	2
	Ec 5-6	Applied Economics...	3	Ec 5-6	Applied Economics...	3
	BU 5	Indus. Management I..	3	BU 6	Indus. Management II	3
	FI 5-6	Corporation Finance..	3	FI 5-6	Corporation Finance..	3
	AC 5-6	Accounting Problems..	4	AC 5-6	Accounting Problems..	4
			18			18
4	Required:			Required:		
	C 9-10	Business Conference..	2	C 9-10	Business Conference...	2
	Ec 9-10	Statistics.....	5	Ec 9-10	Statistics.....	5
	Ec 7-8	Welfare Economics...	3	Ec 7-8	Welfare Economics...	3
	FI 9	Credit Analysis.....	3	AC 10	Fiduciary Relationships	3
	Elective: (Not over 6 hours)			Elective: (Not over 6 hours)		
	AC 7-8	Cost Accounting.....	6	AC 7-8	Cost Accounting.....	6
	FI 11	Public Utilities.....	6	FI 10	Taxation.....	6
	BU 7-8	Probs. in Sales Mgt...	6	BU 7-8	Probs. in Sales Mgt...	6
			19			19
5	Required:			Required:		
	C 11-12	Business Conference..	2	C 11-12	Business Conference..	2
	U 9-10	Legal Aspects of Bus.	4	U 9-10	Legal Aspects of Bus.	4
		Liberal Elective.....	3		Liberal Elective.....	3
	Professional Electives:			Professional Electives:		
	(Not over 10 hours)			(Not over 10 hours)		
	AC 9-10	Auditing.....	4	AC 9-10	Auditing.....	4
	Ac 13-14	C.P.A. Problems.....	6	AC 13-14	C.P.A. Problems.....	6
	FI 15	Investments.....	4	FI 16	Advanced Banking...	4
	FI 17-18	Insurance.....	3	FI 17-18	Insurance.....	3
	BU 11-12	Business Policy.....	3	BU 11-12	Business Policy.....	3
	BU 13-14	Adv. Prac. & Probs..	3	BU 13-14	Adv. Prac. & Probs..	3
	BU 17-18	Retail Merchandising	4	BU 17-18	Retail Merchandising	4
		Thesis.....			Thesis.....	
			19			19

Programs of Study

The School of Business Administration offers five year programs of study on the co-operative plan leading to the Bachelor of Science degree in the following fields of business administration:

ACCOUNTING BANKING AND FINANCE BUSINESS MANAGEMENT

The first year of 35 weeks is given over entirely to school work. The upper four years are administered on the co-operative plan, each year comprising 20 weeks of school work, 26 weeks of co-operative work and 6 weeks vacation. Courses fundamental to all curricula are concentrated largely in the first three years, specialization being reserved to the junior and senior years. An outline of the programs of study is given on the preceding page.

Seniors in the School of Business Administration may choose their liberal elective from among the offerings of the School of Arts and Sciences. See pages 81 to 129 of this catalogue.

Subjects of Instruction

In the following pages will be found detailed synopses indicating the scope of the subjects offered. Under each subject is given a list of the courses required as preparation for that subject.

"Preparation" indicates courses which the student must have taken prior to his registration in the advanced course, unless stated exceptions are made, in which case both courses may be carried simultaneously.

A complete table of the subjects of instruction will be found at the end of the catalogue.

Accounting

AC 2 Accounting I

Curriculums: All

Four hours per week

This course presents the fundamental principles of accounting theory and practice in a manner designed to meet the needs of students who intend to specialize in accounting as well as those who require a knowledge of accounting as a preparation for the study of banking and finance, production management, and marketing. Beginning with a consideration of the need for and the purpose served by accounting, a study of the balance sheet and operating statement is presented so that the ultimate goal and purpose of accounting is understood before the mechanical methods of recording business transactions are presented. The course then takes up specific balance sheet accounts; the law of

debit and credit; the theory of nominal accounts; construction and interpretation of accounts; the recording process; the trial balance; construction of financial statements; business vouchers and forms; the need for adjustments at the end of the period; depreciation; deferred and accrued items; closing the books; the operation of petty cash systems.

Mr. DAVIS.

AC 3-4 Accounting II

Curriculums: All

Pre-requisite: AC 2

Four hours per week

A continuation of the study of accounting principles and practice introducing the accounting aspects peculiar to the partnership and corporate forms of organization. Specific matters include: departmental accounts, control accounts, distinctive partnership accounts, proprietorship in the corporation, accounts peculiar to the corporation, records required by the corporation, the voucher system, distinctive manufacturing accounts.

Mr. DAVIS.

AC 5-6 Accounting Problems

Curriculums: All

Pre-requisite: AC 3-4

Four hours per week

The aim of this course is to develop the broad viewpoint, analytical power and constructive ability necessary properly to apply a knowledge of accounting principles to specific problems in single and double entry systems, profits, statements at the end of the accounting period, partnerships, corporations, factory control, installment sales, agencies and branches, consignments, venture accounts, correction of statements and books, dissolution and liquidation of partnership, changing from partnership to corporate organization, funds provided and applied, variations in net profit, consolidated statements.

Mr. DAVIS.

AC 7-8 Cost Accounting

Elective, Junior Year

Pre-requisite: BU 6, AC 3-4

Six hours per week

This course is designed to acquaint the student with the method and technique of determining costs and to provide training in the analysis of various types of cost problems. Problems will deal with the collection and distribution of production and service department costs, process cost accounting, specific order costs, estimated costs, establishment and use of standard costs, reconciliation of actual costs with predetermined costs.

Professor D'ALESSANDRO.

*AC 9-10 Auditing**Elective, Senior Year**Pre-requisite: AC 5-6
Four hours per week*

This course contemplates the application of accounting knowledge to the analysis and interpretation of accounting records. Specific cases are used for outlining the mode of procedure best adapted to the intelligent examination of accounting records and the compilation of reports on which the management can base plans for future operations. Balance sheet audits, detailed audits and special investigations for credit and other purposes receive due attention. The preparation and proper preservation of working papers is an essential feature of the course. Stress is laid on the matter of report writing and the compilation of statements and schedules that will be intelligible to the business man who is not an accountant.

Professor BRUCE.

*AC 12 Fiduciary Relationships**Curriculums: All**Pre-requisite: AC 3-4
Three hours per week*

Receivership for insolvent concerns, insolvency and bankruptcy, voluntary assignment, receiver's statements and reports, wills, duties of executor or administrator, accounting for assets, liabilities, losses and gains, general and specific legacies, residuary legacies, reports and statements to the probate court, testamentary trusts, principle and income, accruals, classification as to corpus and income, advantages of the corporate fiduciary, fiduciary operations of the trust department.

Professor BRUCE.

*AC 13-14 C. P. A. Problems**Elective, Senior Year**Pre-requisite: AC 3-4
Preparation: AC 5-6
Six hours per week*

The purpose of this course is to provide for the application of the knowledge of accounting principles and practice gained in the preceding courses to the analysis and solution of complex problems involving a recognition of the economic, legal and social aspects of various forms of business organization. The course content consists of problems given in C. P. A. examinations dealing with fixed assets, appraisals, depletion, intangible fixed assets, temporary and permanent investments, funds and related reserves, consolidations, mergers and holding companies, foreign exchange, life and fire insurance.

Professor D'ALESSANDRO.

Banking and Finance

FI 1-2 Fundamentals of Banking

Curriculums: All

Three hours per week

Banking institutions play such an important part in the lives of individuals, both directly and indirectly, that a knowledge of what banks are, what each class of banks is supposed to do, and how they accomplish their purpose is essential to every student of business. This course is intended to supply this information by a study of the different classes of banks and their methods of operating. Representative banking laws, negotiable instruments, and the negotiable instrument law, rights and obligations of depositors and borrowers, are some of the topics studied.

Mr. KNOWLES.

FI 3-4 Business Finance

Curriculums: All

*Preparation: AC 2
Three hours per week*

The two chief purposes of this course are first to cover the fundamental principles of finance and then to apply them to definite problems that confront the management of proprietorships, partnerships and small corporations. Such topics are described as capital structure, stocks, bonds, raising long and short term funds, and the treatment of surplus. Special types of organizations such as joint stock, trust, and holding companies are studied and the laws of partnership and corporations are reviewed. Special attention is paid to the raising and treatment of working capital.

Professor MONTGOMERY.

FI 5-6 Corporation Finance

Curriculums: All

*Pre-requisite: FI 3-4
Three hours per week*

In this course the principles of finance which have been studied in the preceding course and there applied to small organizations are applied to the medium-sized and large corporation. An exhaustive study is made of all the classes of stocks and bonds, of the problems of promotion and expansion, the selling of new securities, intercorporate relations, liquidations and reorganizations.

Professor MONTGOMERY.

*FI 9 Credit Analysis**Curriculum: All**Pre-requisite: AC 3-4**Preparation: FI 3-4**Three hours per week*

The prime purpose of this course is to teach the methods of determining the credit worth of a business concern by a study and analysis of financial statements. In addition, such topics are considered as sources of credit information, credit reports, and credit agencies.

Professor MONTGOMERY.

*FI 10 Taxation**Elective, Junior Year**Pre-requisite: FI 5-6**Preparation: EC 3-4**Six hours per week*

One of the biggest problems confronting the people of all nations today is the question of taxation. In recognition of this fact and of the enormous difficulties facing business organizations and individuals because of the tax burden, the course in Public Finance is offered. This course teaches the kinds of taxes imposed by municipal, state, and federal governing bodies. Attention is given to the "trend" in taxation. Governmental borrowings and revenues are studied as to their general effect on the finances of individuals and business concerns. A large part of the time allowed for this course is spent in a study of the sources of revenue such as commodity taxes, highway taxes, general property taxes, taxes on business, poll taxes, income taxes, and death taxes.

Professor MONTGOMERY.

*FI 11 Public Utility Regulation and Finance**Elective, Junior Year**Pre-requisite: FI 5-6**Preparation: EC 3-4**Six hours per week*

The regulation of business is one of the foremost problems confronting the nation. It is not a new venture wholly. Certain businesses "affected with public interest" have been publicly controlled and supervised over a long period of time because of their unique character. This course presents the administrative, economic, and legal aspects of public utility regulation. Attention is focused upon the gas, electric, telephone, telegraph, street railway, motor carrier, and water company utilities. Use is made throughout the course of both text and case material in dealing with the various aspects of regulation by the public service commission, regulation by franchise, interstate problems of regulation, municipal regulation, and the relative advantages of public and private ownership.

The course also treats the subjects of valuation and rate-making; the determination of proper rate schedules between different classes of customers and service; the problems of capitalization and security regulation; depreciation; and holding companies.

Mr. KNOWLES.

FI 15 Investments

Elective, Senior Year

Pre-requisite: FI 5-6

Preparation: FI 9

Four hours per week

The first part of the course consists of a review of the principles of investments, a study of investment policies and the mechanics and mathematics of investments. The second part is devoted to a practical study of the various investment fields such as industrials, rails, banks, real estate, government, and foreign investments.

Professor MONTGOMERY.

FI 16 Advanced Banking

Elective, Senior Year

Four hours per week

A course dealing with the formation and organization of a commercial bank, the internal relationship of its departments, as well as the bank's external relationship to business. Important issues treated are: customer loans and discounts, open market purchase of commercial paper, expansion and contraction of the bank organization, and the relationship between the commercial banking structure and the Federal Reserve System, emphasizing the influence of the latter on bank credit.

Mr. KNOWLES.

FI 17-18 Insurance

Elective, Senior Year

Three hours per week

Following a careful study of the basic principles underlying all forms of insurance, extended consideration will be given to the analysis of the major types of insurance which are important to the business man. Throughout the course principal emphasis will be placed upon the viewpoint of the business man who needs to know enough about the fundamental theories of insurance and the features of the various policies available to be able to choose intelligently the particular policy best suited to his requirements. In connection with the technical aspects of fixing premiums, the management of reserves, reinsurance, etc., the viewpoint will be primarily, but not exclusively, that of the insurance company.

Professor LAKE.

Business Management

BU 2 Marketing Principles

Curriculums: All

Four hours per week

This course is designed to acquaint the student with the principles underlying the distribution of merchandise. Textbook assignments introduce a knowledge of the basic structure of markets, the main functions of marketing such as assembling, grading, transporting, storing, financing and selling of goods, and the general classification of goods into major types for analytical purposes. Consideration is given also to the activities of the several types of middlemen, as channels of distribution, the work of the commodity exchanges and co-operative associations and the trend toward simplification and standardization. Supplementary lectures discuss in detail methods used in marketing several specific commodities.

Mr. TATTON.

BU 3-4 Marketing Problems

Curriculums: All

Pre-requisite: BU 2

Three hours per week

Using actual case material, this course analyzes and suggests solutions to a wide variety of selling problems in typical industries and trades. It is aimed throughout to develop the analytical powers of the students so that they may decide a problem from the viewpoint of a sales executive.

The relations of the manufacturer to the wholesaler, the wholesaler to the retailer, and the retailer to the consumer are given extended consideration. Methods of marketing consumer goods, consumers' buying habits and motives, types, methods and costs of retail and wholesale distribution are studied in connection with specific illustrative cases, as well as methods of selling industrial goods, and the development of brands, trademarks, and advertising policies.

Professor JACKSON.

BU 5 Industrial Management I

Curriculums: All

Three hours per week

The welfare of a country may be measured by the progress and activity of its industrial enterprise. These, in turn, depend largely upon the effectiveness of the management of industry. Industry needs, and is ever ready to employ, men who are trained to fill executive positions. There are in addition a great many opportunities for work presenting themselves in the many businesses serving the needs of industry not engaged directly in production. Whether a man finds his life work in a manufactur-

ing plant or in the field of commerce, the understanding of the principles underlying the production of manufactured goods is an essential background. The course in industrial management places emphasis on the administrative phases of factory and plant operation. A textbook is used to present elementary principles and problem material which are supplemented by lectures.

The first part of the course deals with the location of the plant; plant design, structure, and plant services; plant layout; standardization, simplification, and specialization; a brief history of United States industry, the public relations of industry and certain aspects of personnel administration.

MR. KNOWLES.

BU 6 Industrial Management II

Curriculum: All

Three hours per week

This course is a continuation of Industrial Management I. It deals with the control of plant operations. Each department of a modern industrial concern is considered, emphasis being placed on the organization and management problems confronted and how they may be handled, with the intention that the student shall become familiar with the activities and general working of each department and the relationship which the departments hold to one another and to the business as a whole. In detail are considered: budgeting, standards of performance (time and motion study, wage systems) organization, routing, scheduling, dispatching, inventory control, quality control, and visual controls such as the organization chart, planning board, and departmental report. Considerable attention is given to the distribution of overhead expenses and standard costs.

MR. KNOWLES.

BU 7-8 Problems in Sales Management

Elective, Junior Year

Pre-requisite: BU 3-4

Six hours per week

Consideration and discussion of actual problems in sales management is the basis of this course.

Specific cases are analyzed in connection with the building and organization of a sales force, sales research and planning, policies in connection with guarantees, service, brands, and containers, distribution through chain stores, selling methods, deliveries, credits, and the financing of sales operations. The problem material is supplemented with lectures illustrating the sales methods of a number of successful merchandising concerns.

PROFESSOR JACKSON.

*BU 11-12 Business Policy**Elective, Senior Year**Three hours per week*

Intended to develop an understanding of the nature of the major policies on which all successful business operations rest, this course will co-ordinate and correlate the work given in the specialized courses, to show the interdependence between the different functional departments of a business and to suggest the solution of problems affecting the general policy of an operating company. Consideration is given to such topics as the following: the changing approach to business problems, the size of the business unit, the economic phases of overhead costs, competition, over-expansion and over-production, industrial combinations, taxes and government regulation of industry.

Supplementary lectures introduce studies of the management policies of prominent business and industrial leaders.

Mr. KNOWLES.

*BU 13-14 Advertising Practices and Problems**Elective, Senior Year**Three hours per week*

This course is divided into two parts. During the first half year the principles of advertising concerning the planning, co-ordinating and timing of national and local campaigns are studied along with actual practice in writing copy, selecting appeals, and making layout.

The last half of this course offers for analysis and solution a wide variety of advertising problems and cases based on the actual business experiences of a large number of firms. Model solutions are advanced. Constructive thinking in advertising methods is developed by the student in the same manner that an executive acquires his technique.

Mr. TATTON.

*BU 17-18 Retail Merchandising**Elective, Senior Year**Pre-requisite: BU 3-4**Four hours per week*

The purpose of this course is to make a study of the principles of successful retailing and the actual problems embodying these principles. The course is limited to a discussion of the retail practices of unit store, chain store and department store management. The present status of the retail field, retail buying, sales planning, and promotion, stock control and store operation are some of the subjects dealt with in this course.

Professor JACKSON.

English

E 1 English I

Curriculums: All

Three hours per week

This course consists of a rapid but thorough review of the principles of grammar and rhetoric supplemented by the writing of weekly themes on subjects largely drawn from or related to the student's life and study.

Professors HOLMES, MARSTON, POTTER, and Mr. MCCOY.

E 2 English I

Curriculums: All

Three hours per week

A study of contemporary essays or short stories and an increased emphasis on theme writing and drill in letter writing make up the content of this term's work. It continues and completes the review of the principles of writing begun in E 1.

Professors HOLMES, MARSTON, POTTER, and Mr. MCCOY.

E 3 English II

Curriculums: All

Three hours per week

This course combines advanced work in composition with studies in contemporary drama beginning with Ibsen. Eight plays by American and European dramatists are read and analyzed. Class discussions aim to develop in the student an ability to appreciate literary values. In the assignment and correction of weekly themes, which form the basis of the work in composition, emphasis is laid on effective theme organization and precision in the expression of ideas.

Dean MELVIN, Professors HOLMES, MARSTON, and POTTER.

E 4 English II

Curriculums: All

Three hours per week

The novel is studied through the analysis of examples of the various types of fiction. Outside reading is an important part of the work of the course. Weekly theme writing is continued.

Dean MELVIN, Professors HOLMES, MARSTON, and POTTER.

E 5-6 Effective Speaking

Curriculums: All

Two hours per week

This course will offer practical training in the preparation and presentation of the various types of speeches. The instruction will be planned to eliminate defects of voice, posture, etc., and to develop in the student an ability to speak easily, naturally, and forcefully.

Professor HAVICE.

Economics

Ec 1 Introduction to Economics

Curriculums: All

Four hours per week

In order to provide an adequate background for the study of economics this first course emphasizes the economic resources of our country and the part played by these resources in the development of our modern industrial society. The course is more concerned with promoting the comprehension of basic concepts than with stressing encyclopedic knowledge of masses of details. In the latter part of the semester frequent use is made of motion pictures to illustrate the processes and peculiar economic characteristics of specific industries.

PROFESSOR HAMILTON.

Ec 2 Economic History of the U. S.

Curriculums: All

Three hours per week

This course is designed to complete the factual background which is needed for the most successful study of theoretical economics. The economic development of the United States is traced from the colonial period to the present with special emphasis upon the period since the Civil War. Stress is laid upon the importance of economic factors and changes in our history in the description of the development of manufacturing, agriculture, domestic and foreign commerce, finance and banking, transportation and labor organizations. Consideration is given to European developments which have been closely related to those of the United States.

PROFESSOR HAMILTON.

Ec 3-4 Economic Principles

Curriculums: All

*Preparation: Ec 1, Ec 2
Three hours per week*

A thorough grounding in the fundamental principles and laws of economics is the aim of this basic course. The main topics include: the nature of production, the nature and importance of wants, the determination of price under conditions of competition and monopoly, the relation of money and prices, the nature of international trade, and the distribution of wealth and income in the forms of wages, economic rent, interest and profits.

PROFESSOR HAMILTON.

*Ec 5-6 Economic Problems**Curriculums: All**Pre-requisite: Ec 3-4
Three hours per week*

In this course the application of economic principles to the major economic problems of modern society is emphasized. Among the problems studied are the following: The relation of government to business, the control of monopolies, regulation of public utilities, protective tariffs and subsidies, stabilization of prices, control of the business cycle, labor problems such as unemployment and labor unions, agricultural problems, insurance, public finance, and proposals for the remodeling and improving of the economic system.

Professor HAMILTON.

*Ec 7-8 Welfare Economics**Curriculums: All**Preparation: Ec 3-4
Three hours per week*

In this course human values constitute the criterion by which existing economic institutions are evaluated. Various proposals for economic and social reconstruction are analyzed and their soundness judged on the basis of their effect upon human welfare.

Professor LAKE.

*Ec 9-10 Statistics**Curriculums: All**Five hours per week*

This course is intended to give the student an understanding of statistical principles and methods and their practical application to the management and administration of modern business. A study is made of: The nature, sources, collection and organization of business facts; the various averages and their practical uses; the distribution of the data around the average representing the group; the various methods of presenting statistical information; the importance and value of index numbers as an aid to the formation of business policies, the measurement of business fluctuations, the measurement of the influence of business fluctuations upon specific business organizations and the various methods of forecasting. Practical business problems involving the principles and methods studied are analyzed from time to time.

Professor LAKE.

Unclassified Courses

PE 1 Hygiene

Curriculums: All

Two hours per week

Two class hours per week are devoted to the study of information closely related to the physical training work and to personal and mental hygiene. For each class lecture the student is assigned at least one hour of outside study based on the required textbook. The course includes enough of the fundamentals of physiology and anatomy to enable the student to understand such parts of the course as require some knowledge of these subjects.

Professor PARSONS.

PE 3-4 Physical Training

Curriculums: All

Two hours per week

All first-year students are required to take physical training. Health, strength, and vitality do not come by chance, but by constant attention to those factors involved in their development. It is very essential for the student to acquire good habits of life.

The work in the course includes a formal calisthenic program, special exercise classes for the correction of postural defects, participation in the regular athletic program, including baseball, basketball, hockey, track, and many types of informal games. All members of the class are also required to learn to swim.

Students wishing to be excused from physical training, because of physical defects, are required to present a petition to the faculty supported by a physician's certificate.

Professor PARSONS; MESSRS. TATTON, MCCOY, LAVBAGA, HULTGREN, and others.

Ps 1-2 Psychology

Curriculums: All

Three hours per week

This basal course is designed to acquaint the student with the problems and investigational techniques of psychology, and to give a familiarity with more important results of experimental psychology. The structural basis of behavior, motivation, learning, individual differences, and personality are the main topics.

Professor ESTES.

U 9-10 Legal Aspects of Business

Curriculums: All

Four hours per week

The purpose of this course is to bring into a proportional and balanced perspective the relations which exist or which should exist between man and man, and man and society at large. Substantive law is stressed for the reason that profit is not brought about by the literal enforcement of the law but by the creation of goodwill and by serving society. In this way a business can make itself socially and economically justified and at the same time satisfy the profit motive.

In such branches of law as bills and notes, sales, partnership, private corporations, and bankruptcy, the business executive and the accountant have a greater need for the broad and comprehensive grasp of both principles and cases than the general run of lawyers. Such a grasp of the subject is acquired by the sympathetic and social approach rather than by enforcement for "the pound of flesh".

The course will also serve to prepare the accounting students for the Certified Public Accountant Examinations.

Professor JACKSON.

U 21-22 Law of Contracts

Curriculums: All

Four hours per week first term

Three hours per week second term

A basic necessity for any student of business is an appreciation of law as a form of social and economic control. Training in the ability to see the legal element in all business relations, a development of the consciousness of legal relations involving rights and liabilities is fundamental to an understanding of problems in accounting, organization, administration and finance.

Contracts regulate the life of the individual. Every business relationship is a contract or the result of a contract. It is essential, therefore, that the student be well acquainted with the principles of the law of contracts. The object of this course is to present these principles clearly and concisely with proper explanations and illustrations. The course is conducted on the case method.

Professor BRUCE.

M 21 Business Mathematics

Curriculums: All

Four hours per week

The mathematics in this course is intended as a general preparation for the specialized mathematics which appears in the various courses of the different curriculums. It starts with a thorough review of fractions, decimals, percent, and the

theory of exponents. This is followed by simple and compound interest and discount. Ratio, proportion, variation, charts and graphs, progressions, series, logarithms, and slide rule complete the half year's work. Time permitting, some work is done in the field of probability and insurance.

PROFESSOR SPEAR.

C 9-10 Business Conference

Curriculums: All

Two hours per week

This course is the connecting link between the industry and the class-room. It is conducted as a society and is presided over by student officers under the direction of a member of the faculty. Each student, in turn, delivers a twenty- to thirty-minute talk on some topic of experience or general interest. Other students are designated to supplement the information given by the principal speaker with short discussions and the meeting is then thrown open to a general discussion by the whole class as long as seems best to the instructor. Thus it is possible for all students in the class to become familiar also with the practical experience being acquired by their class-mates and so become acquainted with a larger number of practical problems and a broader field of experience.

Intermingled with these regular classes special programs are arranged to permit prominent men to address the students on current problems and projects.

PROFESSOR NIGHTINGALE.

C 11-12 Business Conference

Curriculums: All

Two hours per week

This course is designed to bring about analytical thinking and systematic planning of the "after-graduation-employment" problem. It is conducted as an open discussion class by the Department of Co-operative Work. Each Co-ordinator has in class those students who have been placed and supervised on co-operative work by him. Each student analyzes and applies to himself as the "product" the fundamental principles of merchandizing. Prominent men who are leaders in the fields of employment counselling, business, or engineering present the employers' viewpoints. Thus the graduating seniors are brought face to face during the year with one of the most important and perplexing problems of life, namely, how to "sell their services", thereby aiming to bring a co-ordinated training of theory and practice to a logical conclusion.

PROFESSOR NIGHTINGALE.

Business Administration Theses

A thesis in the School of Business Administration is considered to be an essay involving the statement, analysis, and solution of some problem in a special field of business administration. Its purpose is to demonstrate a satisfactory degree of initiative and power of original thought and work on the part of the candidate. A mere resumé of existing knowledge in some subject is not acceptable. This, it is true, must usually be made, but in addition thereto the student must show his ability to deal constructively with the data he has collected and his power to draw significant and reliable conclusions from his investigations. The completed thesis will be examined for acceptance or rejection from the technical viewpoint by the Professional Departments interested and then forwarded to the Secretary of the Day Division. Final approval of the thesis rests with the Dean. When it is accepted, the thesis becomes the property of the school and it is not to be printed, published, nor in any other way made public except in such manner as the Professional Department and the Dean shall jointly approve.

Theses are not required of seniors in the School of Business Administration. To certain students who wish to do so, however, the privilege of writing a thesis may be granted by the Faculty Committee on Theses in accordance with the following regulations:

1. To be eligible to write a thesis a student must have attained a scholastic average of at least 2.0 or better during his middle year and the first half of his junior year.
2. Students who have met this minimum requirement may petition the Thesis Committee for the privilege of substituting a thesis for any one of the required courses of the fifth year.
3. In his petition the student must state the subject which he proposes to investigate and give a brief statement of the purpose and scope of the proposed thesis.
4. Petitions for the privilege of writing theses must be submitted in writing to the head of the student's Professional Department not later than the end of the third school period of the junior year.
5. The Committee on Business Administration Theses comprises Professor Wilfred S. Lake, Chairman, Professor Robert Bruce, Professor Julian E. Jackson, and Professor Arthur B. Montgomery.

OFFICE HOURS

DEPARTMENT OF ADMISSIONS

9 A.M. to 4 P.M. daily
 Saturday 12.00 N'N
 Wednesday Evenings by
 Appointment

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Photo or

Snapshot

in This Space

Northeastern University

School of Business Administration

APPLICATION FOR ADMISSION

(A non-returnable fee of five dollars must accompany this application. Make checks, money orders, or drafts payable to Northeastern University)

Boston, Mass. 19

To Director of Admissions:

I (Name in full)
 hereby respectfully apply for admission to the Accounting ☐; Banking
 and Finance ☐; Business Management ☐ Curriculum of the School of
 Business Administration; for the school period beginning
 19

NOTE: The applicant should fill out the following form (both sides) with care.

Residence Street
 Town or City
 State Tel.
 Date of Birth Age
 Place of Birth
 Race Religion Nationality
 Graduate of High School, Year
 Location of High School
 Other High Schools you have attended

 If not a graduate, state the years of attendance and why you left

 Name of Principal
 Father's, Mother's, or Guardian's Name

 Address
 Father's work, business or profession
 Names and addresses of two persons, to whom we may direct inquiries
 concerning you

Weight. Height.

Have you any physical infirmities? Explain, if any.

Defects of speech.

Defects of hearing.

Defects of sight.

Bodily infirmities.

Is your general health good, fair, or poor?

Have you done Collegiate work elsewhere?

If so, name and address of college or university.

Name of person who will furnish transcript of your college record.

Do you expect advance credit for past collegiate work?

List all athletics and other extra curricula High School Activities you have engaged in.

Names and addresses of all past employers with brief description of each job, length of employment, and wages received:

NORTHEASTERN UNIVERSITY

DAY DIVISION

SCHOOL OF ENGINEERING

Co-operative Plan



Outline of Courses for 1935-1936

Requirements for Graduation

(For Admission Requirements see Page 21)

The University grants the following degrees in the School of Engineering:

- Bachelor of Science in Civil Engineering.
- Bachelor of Science in Mechanical Engineering.
- Bachelor of Science in Electrical Engineering.
- Bachelor of Science in Chemical Engineering.
- Bachelor of Science in Industrial Engineering.

Candidates for the Bachelor of Science degree must complete all of the prescribed work of the curriculum in which they seek to qualify together with ten additional semester hours of credit in elective subjects with a degree of proficiency acceptable to the faculty. A minimum of 125 weeks of school work is needed to fulfill this requirement. Students who undertake co-operative work assignments must also meet the requirements of the Department of Co-operative Work before they become eligible for their degrees.

No student transferring from another college or university is eligible to receive the B.S. degree until he has completed at least one academic year at Northeastern immediately preceding his graduation.

Any student who fails to show a satisfactory standard of general efficiency in his professional field may be required to demonstrate his qualifications for the degree by taking such additional work as the faculty may prescribe. If he is clearly unable to meet the accepted standard of attainment, he may be required to withdraw from the University. The degree conferred not only represents the formal completion of the subjects in the selected course of study but also indicates professional competence in the designated field of engineering.

Candidates who have achieved distinctly superior attainment in their academic work will be graduated with honor. Upon special vote of the faculty a limited number of this group may be graduated with high honor. Students must have been in attendance at the University at least two years before they may become eligible for graduation with honor or with high honor.

Candidates for degrees in the School of Engineering must prepare a thesis as defined elsewhere in this catalogue and submit it as part requirement for the degree. All theses and records of work done in their preparation become the permanent property of the University.

Programs of Study

The School of Engineering offers five-year programs of study on the co-operative plan leading to the Bachelor of Science degree in the following branches of engineering: Civil, Mechanical, Electrical, Chemical, and Industrial.

The first year program of study is 35 weeks in length and is common to all engineering curricula. The students elect their field of specialization at the close of the freshman year.

Freshman Year Common to All Engineering Curricula

FIRST TERM			SECOND TERM		
No.		Class Hours Per Week	No.		Class Hours Per Week
E 1	English I.....	3	E 2	English I.....	3
M 1	Algebra.....	3	M 4	Analytic Geometry...	5
M 3	Trigonometry.....	2	CH 2	Chemistry.....	4
D 1	Graphics I.....	6	D 2	Graphics II.....	6
P 1	Physics I.....	3	P 2	Physics I.....	3
PE 3-4	Physical Training....	2	PE 3-4	Physical Training....	2
PE 1	Hygiene.....	2			
CI 1	Surveying.....	2			
		23			23

The sequence of courses for the upper four years of the five engineering curricula will be found in this catalogue as follows. Civil Engineering, page 160; Mechanical Engineering, page 170; Electrical Engineering, page 180; Chemical Engineering, page 188; Industrial Engineering, page 197.

Elective Subjects

Engineering students choose 10 semester hours of elective subjects from among the following courses. A student may elect engineering courses not offered in his curriculum in place of the subjects listed below provided such substitutions are approved by his faculty adviser.

BUSINESS ADMINISTRATION — Elements of Banking, Business Finance, Marketing Principles.	PHILISOPHY — Introduction to Philosophy, Social Ethics, Logic.
EDUCATION — History of Education, Introduction to Education, Comparative Education..	PSYCHOLOGY — Educational Psychology, Genetic Psychology, Social Psychology.
HISTORY AND GOVERNMENT — Modern European History, Comparative Government, American Government and Politics.	LITERATURE — American Literature, English Literature, Shakespeare.
SOCIOLOGY — Social Pathology, The Family, Urban Sociology.	

Curriculum I — Civil Engineering

Sequence of Upperclass Courses Required for the Degree of Bachelor of Science
in Civil Engineering

*For First Year (35 weeks) Common To All Engineering
Curricula See Page 159*

No.	FIRST TERM	Class Hours Per Week	No.	SECOND TERM	Class Hours Per Week
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Second Year

E 3	English II.....	3	E 4	English II.....	3
M 5	Differential Calculus	4	M 6	Integral Calculus...	4
P 3	Physics II.....	3	P 4	Physics II.....	3
EL 3	Applied Electricity	4	ME 20	Applied Mechanics.	4
CI 3	Higher Surveying..	3	CI 4	Higher Surveying...	3
CI 5	Higher Surv. F & P	6	CI 6	Higher Surv. F & P	6
		—			—
		23			23

Third Year

Ec 21-22	Economics.....	3	Ec 21-22	Economics.....	3
S 1-2	Sociology.....	3	S 1-2	Sociology.....	3
ME 21	Applied Mechanics	4	ME 22	Strength of Materials	4
CI 7	Curves & Earthwork	3	CI 8	Curves & Earthwork	3
CI 9	C'ves & E'th'wk F&P	6	CI 10	C'ves & E'th'wk F&P	6
ME 35	Heat Engineering...	3	CI 12	Hydraulics.....	3
P 5	Physics Laboratory	2	P 6	Physics Laboratory.	2
		—			—
		24			24

Fourth Year

Ps 1-2	Psychology.....	3	Ps 1-2	Psychology.....	3
C 5-6	Engineering Conf..	2	C 5-6	Engineering Conf..	2
ME 23	Strength of Materials	4	ME 70	Testing Mater. Lab.	2
CI 15	Theory of Structures	4	CI 16	Theory of Structures	4
CI 17	Structural Drawing	3	CI 18	Structural Drawing.	3
CI 21	Sanitary Engineering I	3	CI 22	Sanitary Engineering II	3
CI 13	Materials.....	2	CI 14	Advanced Surveying	3
		—			—
		21			20

Fifth Year

C 7-8	Engineering Conf..	2	C 7-8	Engineering Conf...	2
CI 23	Eng. Structures....	4	CI 24	Eng. Structures....	4
CI 25-26	Concrete.....	2	CI 25-26	Concrete.....	2
CI 27-28	Concrete Design...	3	CI 27-28	Concrete Design...	3
CI 29	Structural Design..	6	CI 30	Structural Design...	6
CI 31	Foundations.....	2	CI 20	Highway Engineering	3
CI 11	Geology.....	3		Thesis (150 hours)..	—
		—			20
		22			

NOTE: In addition to the prescribed program shown above, each student must complete at least ten semester hours of credit in electives chosen from the subjects listed on page 159.

Civil Engineering

Civil engineering covers such a broad field that no one can become expert in its whole extent. It includes topographical engineering, municipal engineering, railroad engineering, structural engineering, and hydraulic and sanitary engineering. It covers land surveying, the building of railroads, harbors, docks, and similar structures; the construction of sewers, waterworks, roads and streets; the design and construction of girders, roofs, trusses, bridges, buildings, walls, foundations, and all fixed structures. All of these branches of engineering rest, however, upon a relatively compact body of principles, and in these principles the students are trained by practice in the class room, in the field, and in the testing laboratory. The curriculum is designed to prepare the young engineer to take up the work of design and construction of structures, to aid in the location and construction of railways and highways and to undertake intelligently supervision of work in the allied fields of mining, architectural, and electrical engineering, and general contracting.

The following table sets forth the pre-requisite courses of this department, together with the advanced courses for which they are pre-requisite. Pre-requisite courses must be completed before the advanced courses based upon them may be taken. Advanced courses are tabulated at the left, their pre-requisite to the right.

ADVANCED COURSES	PRE-REQUISITE COURSES
	<i>Second Year</i>
M 5 Differential Calculus	M 1 Algebra, M 4 Analytic Geometry,
ME 20 Applied Mechanics	P 3 Physics II
CI 3 Higher Surveying	CI 1 Surveying
	<i>Third Year</i>
ME 22 Strength of Materials	ME 20 Applied Mechanics
CI 7 Curves and Earthwork	CI 4 Higher Surveying
	<i>Fourth Year</i>
ME 23 Strength of Materials	ME 22 Strength of Materials
CI 17 Structural Drawing	D 2 Graphics
CI 21 Sanitary Engineering	CI 12 Hydraulics
CI 14 Advanced Surveying	CI 4 Higher Surveying
	<i>Fifth Year</i>
CI 23 Engineering Structures	CI 16 Theory of Structures
CI 25-26 Concrete	ME 23 Strength of Materials
CI 29 Structural Design	CI 18 Structural Drawing

CI 1 Surveying

Curriculum: All

Two hours per week

Every engineering project must be based upon accurate and complete information concerning its site. Throughout the progress of construction, measurements taken in the field keep the dimensions of the finished work to the specifications of the designer. These and similar operations are performed under the direction of the surveyor.

This is a general course in surveying for all engineering freshmen which explains the field methods and measuring instruments commonly used in surveying operations. The course consists of lectures, assigned problems, and field demonstrations of the more important surveying instruments. The close association of surveying with trigonometry and drawing is emphasized with illustrative assignments.

Professors INGALLS and BAIRD.

CI 3 Higher Surveying

Curriculum: I

Pre-requisite: CI-1

Three hours per week

The course is divided into two portions, the first of which treats of basic principles such as taping, theory of the transit and use of the transit, theory of the level, care of the level and use of the level.

The second portion deals with closed and random traverses, both the D.M.D. and the co-ordinate methods being used. Particular stress is laid upon having the student use the methods and procedures as outlined by the Massachusetts Land Court.

Professor ALVORD.

CI 4 Higher Surveying

Curriculum: I

Preparation: CI-3

Three hours per week

The course consists of lectures and problem work in plane triangulation, double rodged levels, Coast and Geodetic leveling, the plane table, field adjustments of the transit and the level, and stadia surveying.

Professor ALVORD.

CI 5 Higher Surveying F. & P.

Curriculum: I

*Preparation: *CI-3*

Five hours per week

The course is divided into two equal parts; the first part is devoted entirely to field work, while the second part is devoted entirely to office, or plotting work.

*Preparation courses marked with asterisk and the advanced course may be carried simultaneously.

In the field an accurate tape and transit closed traverse is run. The angles are carefully read by repetition and the distances are carefully taped; each traverse point is carefully tied in. The aim is to obtain data for a closed traverse equal to or better than a Class A survey as set forth by the Massachusetts Land Court. The best methods and procedures of taking field notes are emphasized at all times.

In the drafting room the student is required to compute his closed traverse by both the D.M.D. and rectangular co-ordinate methods, submit an original drawing of his traverse and a tracing of the traverse, emphasis being placed upon such points as lettering, appearance, title, and the correct methods of representing both true and magnetic north.

Professor EVERETT.

CI 6 Higher Surveying F. & P.

Curriculum: I

Preparation: CI-5

Five hours per week

Like course number CI 5, this course is divided equally into two portions, one consisting of field work, the other of drafting room work.

The field work is triangulation, including base line and measurement of angles by repetition with precise transits or theodolite. A complete plane table map is drawn locating physical features and contours. Some of the more elementary plane table problems such as intersection, resection, and three point problems are taken up. Precise and Coast and Geodetic leveling are also considered.

The drafting room work consists of the preparation of several triangulation maps and the computations for these triangulation sheets, also the solving of such problems as the eccentric, the three point problem (algebraic solution), inaccessible height (trigonometric leveling), etc.

Professor EVERETT.

CI 7 Curves and Earthwork

Curriculum: I

Pre-requisite: CI-4

Three hours per week

The course covers the principles and application of simple, compound, reversed, parabolic, and transition curves to railroad and highway location, also the principles of reconnaissance, preliminary, and location survey for a railroad.

Professor INGALLS.

CI 8 *Curves and Earthwork*

Curriculum: I

*Preparation: CI-7
Three hours per week*

The work follows closely the theory of Curves and Earthwork CI 7. It includes the layout in the field of various curves; the reconnaissance, preliminary, and location survey of a line of railroad. Drafting room problems on location of railroads and highways are given.

Professor INGALLS.

CI 9 *Curves and Earthwork F. & P.*

Curriculum: I

*Preparation: *CI-7
Five hours per week*

A reconnaissance line is run and from this a preliminary center line is run in the form of a random traverse. From this preliminary line all the physical features several hundred feet each side of the center line are located. A map is then prepared showing these data. From this map suitable curves are computed and the location of the railroad line thus determined is staked out in the field.

Professor EVERETT.

CI 10 *Curves and Earthwork F. & P.*

Curriculum: I

*Preparation: CI-9
Five hours per week*

This is a continuation of course CI 9. A profile of the line is run and from this a suitable sub-grade profile of the center line is obtained. Further field work is undertaken to obtain a complete set of cross section notes for the whole line, as in courses CI 5, CI 6, and CI 9. Special emphasis on field notes is made throughout the course.

In the drafting room the volumes and balanced volumes are computed. From these a mass diagram is prepared and a complete earthwork solution is solved by use of the mass diagram and the profile.

Professor EVERETT.

CI 11 *Geology*

Curriculum: I

*Preparation: CH-2
Three hours per week*

This is a study of earth movements and the various terrestrial applications of solar energy. The more important geological processes, erosion, sedimentation, deformation, and eruption are taken up and discussed. The latter part of the course is devoted

*Preparation courses marked with asterisk and the advanced course may be carried simultaneously.

to lectures on the broader structural features of the earth's crust and the application of the principles of structural geology to practical engineering problems.

Professor PUGSLEY.

CI 12 Hydraulics

Curriculums: I, II, V

*Preparation: ME-21
Three hours per week*

The course, which opens with the laws of hydrostatics, treats of gages, and the amount and points of application of the center of pressures on submerged surfaces. The laws of hydrokinetics, including those of the flow of liquids through orifices, short tubes, weirs, pipe lines, and open channels are studied with particular reference to Bernoulli's theorem. The principles of hydrodynamics are taken up. A short practical study is made of types of hydraulic apparatus including the current meter, Venturi meter, pumps and turbines.

Professor BAIRD.

CI 13 Materials

Curriculums: I, II, V

*Preparation: *ME-21
Two hours per week*

A detailed study is made of the methods of manufacturing, properties, and uses of materials used in engineering work, such as: iron, steel, lime, cement, concrete, brick, wood, and stone. Methods of testing and strength of various materials used by the engineer are also taken up. Each student is required to prepare a paper on some subject of especial importance which is assigned by the instructor.

Mr. ALEXANDER.

CI 14 Advanced Surveying

Curriculum: I

*Pre-requisite: CI-4
Three hours per week*

The course covers the theory and use of the sextant and transit in simple astronomical surveying problems. It also includes aerial surveying and map projection. Computations in geodetic triangulation are made including the conversion of geodetic to rectangular co-ordinates.

Professor ALVORD.

*Preparation courses marked with asterisk and the advanced course may be carried simultaneously.

CI 15 Theory of Structures

Curriculum: 1

*Preparation: ME-22
Four hours per week*

The course comprises class and drawing-room work in studying the loads, reactions, shears, and moments acting upon structures of various kinds, such as roofs and bridges. A thorough study is also made of the various functions of the influence line, the methods used to determine the position of moving loads to produce maximum shears and moments on bridges, and the design of beams.

Professor GRAMSTORFF.

CI 16 Theory of Structures

Curriculum: 1

*Preparation: CI-15
Four hours per week*

The computation and design of structures of wood and steel by analytical and graphical methods are studied. The subjects considered are plate girders, roof and bridge trusses without secondary systems.

Professor GRAMSTORFF.

CI 17 Structural Drawing

Curriculum: 1

*Pre-requisite: D-2
Three hours per week*

This course consists of the drawing of standard sections of structural steel shapes and connections, and the preparation of drawings representing elementary structural details. The course is designed to familiarize the student with the drawing, dimensioning, and detailing of structural parts.

Professor GRAMSTORFF.

CI 18 Structural Drawing

Curriculum: 1

*Preparation: CI-17, ME-23
Three hours per week*

This is a continuation of Structural Drawing CI 17, but covering the designing and detailing of riveted connections. Short problems in design, typical of those met with in practice are analyzed.

Professor GRAMSTORFF.

CI 20 Highway Engineering

Curriculum: 1

*Preparation: CI-8
Three hours per week*

In this course are taken up the location, construction, and maintenance of roads, street design, and street drainage; sidewalks; pavement foundations; and the construction, cost and maintenance of the various kinds of roads and pavements, including asphalt, brick, stone-block, wood-block, macadam (both water bound and bituminous), bituminous concrete, Portland Cement concrete, gravel and earth. Special consideration is given to the modern concrete road.

Professor INGALLS.

CI 21 Sanitary Engineering I

Curriculum: I

Pre-requisite: CI-12

Three hours per week

The course is designed primarily to be a lecture course supplemented by problems involving the following items of water supply engineering; the collection and assimilation of rainfall data; the methods of collection and storage for ground water or surface waters; the preparation of a dam site and the elements of design as applied to masonry and earth filled dams; methods of distributing water for domestic use, manufacturing, and for fire fighting; treatment of water for hardness; treatments of water to provide a palatable and safe water supply free from contamination. Consideration is given also to present day activities in regard to the improvement of water supply apparatus; with special emphasis upon costs of installation, cost of apparatus, and total cost as applied to water supply engineering.

Professor BAIRD.

CI 22 Sanitary Engineering II

Curriculum: I

Preparation: CI-21

Three hours per week

This is a companion course to CI 21, Sanitary Engineering I. It deals with the collection and disposal of sewage and storm water, including the following items: the quantity of sewage to be collected; the sewerage collection systems for either a separate or a combined system; the surveying and the collection of data in order to prepare plans for the design and the construction of the collection system; and a thorough discussion of the modern methods of treating the sewage and the operation of the sewerage disposal plants.

Professor BAIRD.

CI 23 Engineering Structures

Curriculum: I

Pre-requisite: CI-16

Four hours per week

The work begins with the design of bridge trusses having secondary web systems — including Baltimore and Pettit trusses — and trusses with multiple web systems, lateral and portal bracing, transverse bents, viaduct towers and cantilever bridges. A study is also made of the design of columns, tension members, pin and riveted truss joints.

Professor ALVORD.

CI 24 Engineering Structures

Curriculum: I

Preparation: CI-23

Four hours per week

The deflection of steel structures is studied together with the theorem of Least Work. The solution of statically indeterminate problems of the "Three Moment" type is made by algebraic and graphical methods.

Professor ALVORD.

CI 25-26 Concrete

Curriculum: I

Pre-requisite: ME-23

Two hours per week

Concrete as a material of construction is studied in detail, and the principles of reinforced concrete design are learned. Computations and designs are made of flat slabs, T beams, columns, footings, retaining walls, and arches.

Professor ALVORD.

CI 27-28 Concrete Design

Curriculum: I

**Preparation: CI 25-26*

Three hours per week

This course consists of detailing and making of complete working drawings of the concrete structures designed in Concrete CI 25-26.

Professor ALVORD.

CI 29 Structural Design

Curriculum: I

Pre-requisite: CI-18

**Preparation: CI-23*

Six hours per week

The work consists of designing and detailing of structures using the theory learned in Engineering Structures CI 23. Complete working drawings are ordinarily made of some structure of the type of a single track plate girder railroad bridge.

Professor GRAMSTORFF.

CI 30 Structural Design

Curriculum: I

Preparation: CI-29

Six hours per week

Additional work is undertaken in the design and detailing of a simple structure such as a riveted truss, highway or railroad bridge.

Professor GRAMSTORFF.

CI 31 Foundations

Curriculum: I

Preparation: CI-16, CI-13

Two hours per week

The subjects treated are pile formations — including those of timber and concrete — sheet piles, coffer-dams, box and open caissons, pneumatic caissons, pier foundations in open wells, bridge piers, and abutments.

Professor GRAMSTORFF.

*Preparation courses marked with asterisk and the advanced course may be carried simultaneously.

Mechanical Engineering

The technical courses of the Mechanical Engineering Curriculum are designed to give the student a broad foundation in those fundamental subjects which form the basis for all professional engineering practice, and especially to equip the young engineer with a knowledge of the various phases of Mechanical Engineering. The curriculum embraces instruction by textbook, lecture, laboratory, drafting and designing room practice, with special reference to the following branches: applied mechanics, heat engineering, hydraulic engineering, applied electricity, machine design, and experimental engineering.

Along with the theoretical work, there runs a well planned laboratory course which is expected to develop the student's initiative and instill accuracy. The students perform the tests themselves on the machines such as engines, compressors, pumps, and other power plant equipment, and make reports on the results obtained.

The following table sets forth the pre-requisite courses of this department, together with the advanced courses for which they are pre-requisite. Pre-requisite courses must be completed before the advanced courses based upon them may be taken. Advanced courses are tabulated at the left, their pre-requisite to the right.

ADVANCED COURSES		PRE-REQUISITE COURSES	
		<i>Second Year</i>	
M 5	Differential calculus	M 1	Algebra, M 4 Analytic Geometry
ME 20	Applied Mechanics	P 3	Physics II
		<i>Third Year</i>	
ME 22	Strength of Materials	ME 20	Applied Mechanics
EL 6	Electrical Machinery	EL 4	Applied Electricity
ME 13	Production Engineering	ME 11-12	Production Processes
		<i>Fourth Year</i>	
ME 23	Strength of Materials	ME 22	Strength of Materials
ME 31	Heat Engineering	ME 30	Thermodynamics
		<i>Fifth Year</i>	
ME 51	Machine Design	ME 23	Strength of Materials
ME 15	Industrial Plants	ME 23	Strength of Materials
ME 44	Power Plant Engineering	ME 32	Heat Engineering
		ME 41	Power Plant Equipment

Curriculum II Mechanical Engineering

Sequence of Upperclass Courses Required for the Degree of
Bachelor of Science in Mechanical Engineering

*For First Year (35 weeks) Common To All Engineering
Curricula See Page 159*

No.	FIRST TERM	Class Hours Per Week	No.	SECOND TERM	Class Hours Per Week
<i>Second Year</i>					
E 3	English II.....	3	E 4	English II.....	3
M 5	Differential Calculus	4	M 6	Integral Calculus...	4
P 3	Physics II.....	3	P 4	Physics II.....	3
EL 3	Applied Electricity	4	ME 20	Applied Mechanics.	4
P 5	Physics Laboratory	2	P 6	Physics Laboratory.	2
D 3-4	Machine Drawing	3	D 3-4	Machine Drawing	3
ME 11-12	Production Processes	2	ME 11-12	Production Processes	2
		21			21

<i>Third Year</i>					
Ec 21-22	Economics.....	3	Ec 21-22	Economics.....	3
S 1-2	Sociology.....	3	S 1-2	Sociology.....	3
ME 21	Applied Mechanics	4	ME 22	Strength of Materials	4
ME 1	Mechanism.....	6	EL 6 Elec. Mach. Lect. & Lab.		4
ME 13	Production Eng....	3	ME 30	Thermodynamics...	3
CI 13	Materials.....	2	CI 12	Hydraulics.....	3
		21			20

<i>Fourth Year</i>					
Ps 1-2	Psychology.....	3	Ps 1-2	Psychology.....	3
C 5-6	Engineering Conf..	2	C 5-6	Engineering Conf..	2
ME 23	Strength of Materials	4	ME 50	Machine Design....	6
ME 31	Heat Engineering	3	ME 32	Heat Engineering...	3
ME 41	Power Plant Equip.	4	ME 42	Heating & Ventilation	3
ME 61	Mech. Eng. Lab...	2	ME 62	Mech. Eng. Lab....	4
ME 3	Mechanism Machines	3			—
		21			21

<i>Fifth Year</i>					
C 7-8	Engineering Conf..	2	C 7-8	Engineering Conf..	2
ME 15	Industrial Plants..	6	ME 16	Industrial Plants...	6
ME 33	Refrigeration....	3	ME 34	Steam Turbines....	3
ME 51	Machine Design...	6	ME 52	Machine Design....	6
ME 63	Mech. Eng. Lab...	4	ME 44	Power Plant Eng....	3
	Thesis (150 hours)	—	ME 64	Mech. Eng. Lab....	2
		21		Thesis (150 hours)	—
					22

NOTE: In addition to the prescribed program shown above, each student must complete at least ten semester hours of credit in electives chosen from the subjects listed on page 159.

ME 1 Mechanism

Curriculum: II

*Preparation: D 3-4
Six hours per week*

This course deals mainly with a mathematical solution of problems involving angular and linear velocities and gear trains. It embraces a careful study of paths of mechanical movements and their application to velocity diagrams, quick-return mechanisms, and cams. The theory of gear tooth outlines is also investigated by graphical methods.

Professor STEARNS.

ME 3 Mechanism of Machines

Curriculum: II

*Preparation: ME-1
Three hours per week*

This course is designed to supplement the work in pure mechanism as covered in the course in Mechanism ME 1. The application of mechanisms to actual machines will be considered, so that the student may have a knowledge of a series of practical mechanisms adapted to carrying out special purposes and so that he may thereby increase his ability to analyze the action of other machines. During the course the student is required to solve a number of problems in which the principles discussed are applied to various machine tools.

Professor STEARNS.

ME 11-12 Production Processes

Curriculums: II, V

Two hours per week

This is a descriptive course in which the methods employed in foundry work and shop practice, including the wood working and machine shop, are studied.

The work will be composed largely of demonstrations by the instructor covering the principles of molding for the purpose of showing the reasons for draft and the special features of pattern construction. The names and characteristics of materials, equipment and machines used in the foundry will be taken up in detail, and the methods of tempering sand and making simple green sand molds explained.

The construction, operation and the uses of the various machine tools such as the lathe, boring mill, milling machine, drill press, grinder, planer, gear cutter, and shaper will be explained by lectures and demonstrations.

Mr. ALEXANDER.

ME 13 Production Engineering

Curriculums: II and V

*Pre-requisite: ME 11-12
Three hours per week*

This course is designed to acquaint the student with the phases of management which the mechanical engineering graduate is likely to meet in industry.

Production control, store room and tool room methods, drafting and design routine, and time study procedures are stressed. The problems are approached from an engineering rather than from a management viewpoint and the subjects studied are fitted into their proper place in the entire field of management.

MR. ALEXANDER.

ME 15 Industrial Plants

Curriculums: II and V

Pre-requisite: ME-23

Six hours per week

The principles involved in the erection, installation, and management of an industrial plant are studied in this course. Various types of structures are described, with attention to such details as foundations, walls, columns, floors, windows, and so forth; and the calculations and layout for a typical mill are discussed. This material is followed by a problem on the calculation and layout of a machine shop, including power requirements and placement of machines, with special consideration to the best conditions for maximum production and the most effective routing of a given product.

PROFESSOR STEARNS.

ME 16 Industrial Plants

Curriculums: II and V

Preparation: ME-15

Six hours per week

This course, a continuation of ME-15, includes a design problem on the calculation and layout of a power plant. Sizes of equipment, costs of power generation, and various operating practices are discussed and worked out. The later problems of the course have to do with the layout of the power plant previously figured.

PROFESSOR STEARNS.

ME 20 Applied Mechanics (Statics)

Curriculums: All

Pre-requisite: P-3

Four hours per week

The subjects treated are: Collinear, parallel, concurrent, and non-concurrent force systems in a plane and in space; the determination of the resultant of such systems by both algebraic and graphical means, special emphasis being placed on the funicular polygon method for coplanar force systems; the forces required to produce equilibrium in such systems; first moments; and problems involving static friction, such as the inclined plane and the wedge.

PROFESSORS FERRETTI, BAIRD, and WHITTAKER.

*ME 21 Applied Mechanics (Kinetics)**Curriculum: All**Preparation: ME-20, M-6**Four hours per week*

The subjects treated are: continuation of first moments as applied to varying intensity of force and to the determination of center of gravities of areas and solids; second moments and the application to the determination of moment of inertia of plane and solid figures, radius of gyration, polar moment of inertia; product of inertia principal axes, uniform motion, uniformly accelerated motion, variable accelerated motion, harmonic motion, simple pendulum, rotation, work, energy, momentum and impact.

Professors FERRETTI, BAIRD, and WHITTAKER.

*ME 22 Strength of Materials**Curriculum: All**Pre-requisite: ME-20**Preparation: M-6, ME-21**Four hours per week*

The topics covered in this course are physical properties of materials and stresses in thin hollow cylinders; riveted connections, and beams. Column action is also considered.

Professors GRAMSTORFF, BAIRD, and WHITTAKER.

*ME 23 Strength of Materials**Curriculum: I, II and V**Pre-requisite: ME-22**Four hours per week*

This is a continuation of ME-22 covering analysis of stress, deflection of beams, combined stresses, columns, and shafting.

Professors GRAMSTORFF, BAIRD, and WHITTAKER.

*ME 30 Thermodynamics**Curriculum: II and IV**Preparation: M-6, P-4**Three hours per week*

In this introductory course in the fundamentals of thermodynamics the following subjects are discussed: General theory of heat and matter; first and second laws of thermodynamics; equations of state; fundamental equations of thermodynamics; laws of perfect gases; properties of vapors including development and use of tables and charts; thermodynamic processes of gases, and saturated and superheated vapors; and the general equations for the flow of fluids.

Professor FERRETTI.

*ME 31 Heat Engineering**Curriculum: II**Pre-requisite: ME-30**Three hours per week*

This course in the application of the principles of thermodynamics of engineering problems includes a discussion of the vapor

engine, — the Rankine, reheating, regenerative, and binary vapor cycles, and horse power and efficiency calculations; a discussion of the principles of heat transfer, — conduction, radiation, and convection effects for steady flow conditions; and a discussion of air compression, — single and multiple stage, and volumetric efficiency.

Professor FERRETTI.

ME 32 Heat Engineering

Curriculum: II

*Preparation: ME-31
Three hours per week*

This course is a continuation of ME-31. The subjects under discussion are fuels and combustion; heat balance of a boiler plant; hot air and internal combustion engine cycles, and so forth.

Professor FERRETTI.

ME 33 Refrigeration

Curriculum: II

*Preparation: ME-31
Three hours per week*

This course consists in a detailed discussion of the theory and equipment of refrigeration. It includes a study of the properties of various refrigerants, the vapor compression and absorption machines, heat transfer through walls and apparatus, and some of the principal applications, such as ice making.

Professor FERRETTI.

ME 34 Steam Turbines

Curriculum: II

*Preparation: ME-31
Three hours per week*

A study is first made of the flow of steam through nozzles, dynamic action of jets on moving blades, and other elements in the design of a steam turbine. This material is followed by a consideration of the various types of turbines, their governing mechanisms, condensing equipment, and other constructional details.

Professor FERRETTI.

ME 35 Heat Engineering

Curriculums: I and V

*Preparation P-4
Three hours per week*

This is a short course covering the elements of thermodynamics and affording a general discussion of modern power plant equipment. Some typical calculations are made in regard to apparatus, but the course is mainly descriptive.

Professor FERRETTI.

ME 38 *Heat Engineering*

Curriculum: III

Preparation: P-4

Three hours per week

This course consists in a discussion of the various apparatus used in modern power plants, such as boilers, engines, turbines, and auxiliary equipment used in connection with the operation of a power house. The aim of the course is to familiarize the student with the theory and application of prime movers, having fuels as the basis of power for electrical generation.

PROFESSOR FERRETTI.

ME 41 *Power Plant Equipment*

Curriculum: II

Four hours per week

The course is largely a description of the many appliances used in modern power plants. There is also taken up a discussion of boilers and boiler accessories, ash and coal handling systems, the various types of engines — gas engines and turbines — with their valve gears and governing devices, condensers, feed-water heaters, pumps, etc.

PROFESSOR ZELLER.

ME 42 *Heating and Ventilation*

Curriculum: II

Three hours per week

The most important methods of heating and ventilating various types of buildings are studied in this course. The principles of heat transfer and air flow are reviewed, and the application of them in the various systems is brought out through lectures and problems.

MR. ALEXANDER.

ME 44 *Power Plant Engineering*

Curriculum: II

Pre-requisite: ME-32, ME-41

Three hours per week

This course consists of topics and problems chosen largely from engineering practice selected to convey to the engineering students a firm grasp of fundamental principles and engineering methods of attacking and analyzing problems in power plant, not only from the point of view of scientific theory, but also with due consideration of the limitations imposed by practice and by costs. Efficiency and operation costs of different types of plants such as steam, hydro-electric, and Diesel engines are also carefully studied to determine the type of plant best suited for the conditions and location involved.

PROFESSOR ZELLER.

*ME 50 Machine Design**Curriculum: II*

*Preparation: { ME-22
Six hours per week { ME-23

This is an application of the principles studied in Strength of Materials. The problem work of the course consists mainly in the design of a steam boiler as the stresses for such a design are known to a great degree of certainty, and the materials of construction are very reliable.

Mr. ALEXANDER.

*ME 51 Machine Design**Curriculum: II*

Pre-requisite: ME-23
Preparation: ME-50
Six hours per week

Further practice is given the student in the application of theoretical principles previously studied, and at the same time he becomes familiar with the many practical details which must be considered in design work. The problems taken up in the early part of the course are of a static nature, while the later problems involve dynamical stresses. The problems vary from year to year, but the following are typical of the designs taken up: hydraulic press, arbor press, hydraulic flanging clamp, crane, air compressor, punch and shear, stone-crusher, etc.

In each design, the construction details are carefully considered, with special attention to methods of manufacture, provision for wear, lubrication, etc. The work is based on rational rather than empirical methods, the student being required to make all calculations for determining the sizes of the various parts and all necessary working drawings.

Professor ZELLER.

*ME 52 Machine Design**Curriculum: II*

Preparation: ME-51
Six hours per week

This course comprises a continuation of Machine Design ME 51 with special reference to designs involving dynamical stresses. A thorough discussion of the principles and methods of lubrication forms a part of the course.

Professor ZELLER.

*ME 61 Mechanical Engineering Laboratory**Curriculum: II*

Preparation: ME-30, *ME-31
Two hours per week

This course comprises a preliminary series of experiments upon various apparatus used in modern power plants, to illustrate

*Preparation courses marked with asterisk and the advanced course may be carried simultaneously.

under actual conditions the principles developed in *Thermodynamics* ME-30. These exercises are a preparation for more complete tests to be run during the following semester.

The knowledge they have gained in the classroom, the students here apply in actual tests, and make a complete report of the experiments, including methods of testing and calculations. The following experiments are illustrative of the type of work taken up: Calibration of gages, indicator practice, plain slide valve setting, test on steam calorimeters, flow of steam through orifice, steam injector test, weir calibration, and tests on friction of drives.

Professor STEARNS, Mr. ALEXANDER, and ASSISTANTS.

ME 62 Mechanical Engineering Laboratory

Curriculum: II

*Preparation: ME-61, *ME-32*

Four hours per week

This course consists of a series of tests on various types of power plant equipment, more complete than those made in ME-61. Among the pieces of apparatus tested are the following: Steam engine, gasoline engine, air compressor, triplex power pump, steam pulsometer, rotary power pump, Pelton water wheel, centrifugal pumps, Ford gasoline engine, Warren steam pump, and steam turbine. Experiments are also made in flow of water measurements and flow of air.

A complete report is made on each test, describing the machine tested, explaining how the test is made, and giving the results, in accordance with the A. S. M. E. Power Test Codes.

Professor STEARNS, Mr. ALEXANDER, and ASSISTANTS.

ME 63 Mechanical Engineering Laboratory

Curriculum: II

*Preparation: ME-62, *ME-33*

Four hours per week

This is a continuation of course ME-62, to which it is generally similar. Some further experiments are made in the testing of materials, such as compressive, tensile, and bending tests. A boiler test of from ten to twenty-four hours' duration is made to determine the performance and efficiency of the boilers in the power plant; and oils and coals are tested in the Laboratory to determine their characteristics and calorific values.

Professor STEARNS, Mr. ALEXANDER, and ASSISTANTS.

ME 64 Mechanical Engineering Laboratory

Curriculum: II

Preparation: ME-63

Two hours per week

A continuation of ME 63.

*Preparation courses marked with asterisk and the advanced course may be carried simultaneously.

*ME 65 Mechanical Engineering Laboratory**Curriculum: III**Preparation: ME-38**Two hours per week*

This course is a condensation of courses in Engineering Laboratory ME-61 and ME-62, including some of the experiments mentioned in both courses. The work proceeds along the same general lines.

PROFESSOR STEARNS, Mr. ALEXANDER, and ASSISTANTS.

*ME 66 Mechanical Engineering Laboratory**Curriculum: III**Preparation: ME-38**Two hours per week*

This is a continuation of course ME-65, with other tests on power plant equipment. The principles discussed in Heat Engineering ME-38 are here applied to actual conditions of operation.

PROFESSOR STEARNS, Mr. ALEXANDER, and ASSISTANTS.

*ME 68 Mechanical Engineering Laboratory**Curriculum: V**Preparation: ME-35**Four hours per week*

This course is a condensation of courses in Engineering Laboratory ME-61 and ME-62, and is similar in method and content to course ME-65 and ME-66.

Mr. ALEXANDER.

*ME 70 Testing Materials Laboratory**Curriculum: I**Preparation: ME-23**Two hours per week*

The work of this course is carried out by the students, under direction by faculty members. It includes tests to determine the elongation, reduction of areas, modulus of elasticity, yield point, and ultimate compressive strength of metals such as steel, cast iron, copper, and brass; compressive tests on timber and concrete; and tests to determine the deflection, modulus of elasticity, elastic limit, and ultimate transverse strength of steel and wooden beams subject to transverse load.

Mr. ALEXANDER.

Electrical Engineering

Probably none of the branches of scientific knowledge has been so markedly modified during the past decade as that relating to Electrical Engineering, nor has any other exerted such a profound influence upon the scientific thought of the period. "A science, like a plant, grows in the main by a process of infinitesimal accretion. Its theory is built like a cathedral through the addition by many builders of many different elements, and this is pre-eminently true of electrical theory." It is absolutely essential that the electrical engineer who hopes to make a success of his work should be able to grasp readily and absorb effectively the meaning and content of the many scientific memoirs recording the results of research bearing upon and directly influencing his chosen branch of engineering.

He must have a thorough appreciation of physical theory, a clear understanding of chemical principles, and a broad working knowledge of mathematics. It is essential that each student planning to take this curriculum should realize the fundamental necessity of obtaining a solid grounding in these three subjects upon which the success of his future work will definitely hinge.

The following table sets forth the pre-requisite courses of this department, together with the advanced courses for which they are pre-requisite. Pre-requisite courses must be completed before the advanced courses based upon them may be taken. Advanced courses are tabulated at the left, their pre-requisite to the right.

ADVANCED COURSES	PRE-REQUISITE COURSES
	<i>Second Year</i>
M 5 Differential Calculus	M 1 Algebra, M 4 Analytic Geometry
ME 20 Applied Mechanics	P 3 Physics II
	<i>Third Year</i>
ME 22 Strength of Materials	ME 20 Applied Mechanics
EL 9-10 Electrical Engineering II	EL 1 Electrical Engineering I
M 7 Differential Equations	M 6 Integral Calculus
	<i>Fourth Year</i>
EL 17-18 Electrical Engineering III	M 6 Integral Calculus
	<i>Fifth Year</i>
EL 25-26 Electrical Engineering IV	EL 17-18 Electrical Engineering III
EL 29 Electrical Engineering V A	EL 21-22 Electrophysics
EL 21-22 Electrophysics	M 7 Differential Calculus

Curriculum III Electrical Engineering

Sequence of Upperclass Courses Required for the Degree of
Bachelor of Science in Electrical Engineering

*For First Year (35 weeks) Common To All Engineering
Curricula See Page 159*

Second Year

No.	FIRST TERM	Class Hours Per Week	No.	SECOND TERM	Class Hours Per Week
E 3	English II.....	3	E 4	English II.....	3
M 5	Differential Calculus	4	M 6	Integral Calculus..	4
P 3	Physics II.....	3	P 4	Physics II.....	3
P 5	Physics Laboratory	2	P 6	Physics Laboratory.	2
D 3-4	Machine Drawing.	3	D 3-4	Machine Drawing..	3
EL 1	Electrical Eng. I..	4	EL 2	D. C. Machinery...	3
	—	—	ME 20	Applied Mechanics.	4
		19			22

Third Year

Ec 21-22	Economics.....	3	Ec 21-22	Economics.....	3
S 1-2	Sociology.....	3	S 1-2	Sociology.....	3
ME 21	Applied Mechanics	4	ME 22	Strength of Materials	4
EL 9-10	Electrical Eng. II..	3	EL 9-10	Electrical Eng. II..	3
EL 11-12	Electrical Eng. Lab.	3	EL 11-12	Electrical Eng. Lab.	3
M 7	Differential Equations	4	EL 14	Elec. Measurements I	3
	—	—			—
		20			19

Fourth Year

Ps 1-2	Psychology.....	3	Ps 1-2	Psychology.....	3
C 5-6	Engineering Conf..	2	C 5-6	Engineering Conf..	2
EL 17-18	Electrical Eng. III.	3	EL 17-18	Electrical Eng. III..	3
EL 19-20	Testing Laboratory.	5	EL 19-20	Testing Laboratory.	5
EL 23	Measurements Lab.	3	EL 24	Adv. Measure. Lab.	3
EL 15	Elec. Measurements II	3	ME 38	Heat Engineering...	3
	—	—			—
		19			19

Fifth Year

C 7-8	Engineering Conf..	2	C 7-8	Engineering Conf. .	2
EL 25-26	Electrical. Eng. IV	4	EL 25-26	Electrical Eng. IV..	4
EL 27-28	A.C. Mach. Lab...	5	EL 27-28	A.C.Machinery Lab.	5
EL 29	Electrical Eng. V.A.	4	EL 30	Electrical Eng. V.B.	4
ME 65	Mech. Eng. Lab...	2	ME 66	Mech. Eng. Lab....	2
EL 21-22	Electrophysics. ...	3	EL 21-22	Electrophysics.....	3
	Thesis (150 hours)	—		Thesis (150 hours)	—
		20			20

NOTE: In addition to the prescribed program shown above, each student must complete at least ten semester hours of credit in electives chosen from the subjects listed on page 159.

EL 1 *Electrical Engineering I*

Curriculum: III

Four hours per week

This is the first technical course in the Electrical Work of Curriculum III. Based upon the knowledge of the elementary principles of electricity and magnetism obtained in course P-1 it discusses the nature of electromotive force and current and their dimensions, resistance of conductors in detail, Kirschhoff's Laws as applied to simple net works and distribution systems, electrolytic conduction, capacity and condensers, magnetic phenomena produced by electric currents and finally induced E. M. F. and currents. The treatment is thoroughly quantitative and exact computation of the many problems insisted on.

Professor SMITH.

EL 2 *D. C. Machinery*

Curriculum: III

Preparation: EL-1

Three hours per week

Assuming the equation for induced electromotive force ($E = Blv \cdot 10^{-8}$), the fundamental theory of the direct current machine is developed and its application to the various types of generators and motors discussed. The winding of armatures, commutation and armature reaction and its compensation are discussed and the operating characteristics of the different machines studied.

Professor MUCKENHOUT.

EL 3 *Applied Electricity*

Curriculums: I, II, IV and V

Preparation: P-2

Four hours per week

This course gives to the non-electrical students those elements of modern electrical theory which seem most useful in view of the problems which these students are likely to meet in later professional practice. Lectures and problem work are given on direct current and on alternating current theory, on motors, and on some special applications of interest to the different groups. Allowance is made for the fact that the non-electrical engineer rarely copes with electrical design, but frequently with application, and that his interest is in a broad understanding of this field.

Professor RICHARDS.

*EL 6 Electrical Machinery, Lectures and Laboratory**Curriculum: II and V**Pre-requisite: EL-3**Four hours per week*

This course is concerned with the theory and application of the electrical equipment most often met by practising engineers. Descriptions of the parts of the machines, their operating characteristics and of their special fields of usefulness are extended chiefly over shunt, series and compound direct current motors and generators, alternators, transformers, synchronous and induction motors. Consideration is given to auxiliary apparatus insofar as necessary to a good understanding of the functioning of the machinery as a whole.

Tests are made on various direct and alternating current machines. The object is to give the students facility in connecting and operating the machines as well as to observe in actual practice the characteristics taken up in the lectures. Outside reports are required to be written up for each experiment.

Professor PORTER.

*EL 9-10 Electrical Engineering II**Curriculum: III**Preparation: *M-7**Pre-requisite: EL-1**Three hours per week*

The first semester of this course deals with electrostatic phenomena, forces and fields and the general consideration of electric potential, also the similar study of the magnetic field and phenomena the discussion being based on selected portions of Bennett's electrodynamics for engineers. In the second semester the subject of variable currents is taken up involving the solutions of the differential equations giving the growth and decay of current in inductive, condensive and the general circuit under constant and sinusoidal electromotive forces and when short circuited with steady state currents flowing.

Professor SMITH.

*EL 11-12 Electrical Engineering Laboratory**Curriculum: III**Preparation: EL-2**Three hours per week*

This is a laboratory course intended to develop a thorough understanding of the operating characteristics of the individual machines studied in course EL-2, including parallel operation of shunt and compound generators and the three-wire generator. As it is also the purpose of this course to inculcate correct methods of work and preparation of preliminary and final reports, no definite number of experiments is required but the utmost emphasis is placed upon the quality of the data and style and content of the completed reports.

Professor MUCKENHOUT.

*Preparation courses marked with asterisk and the advanced course may be carried simultaneously.

EL 14 Electrical Measurements I

Curriculum: III

*Preparation: EL-9-10, M-5
Three hours per week*

A brief study of measurements in general, and precision measure as applied to electrical measurements in particular, is taken up. Resistance devices, galvanometers, ammeters, and voltmeters are next discussed, the treatment of other instruments being taken up later in connection with their use. This is followed by a detailed discussion of the methods of measuring various electrical quantities (which involves the use of visual indicating devices) resistance, resistivity, conductance; D. C. electromotive force, current, power, and energy.

PROFESSOR PORTER.

EL 15 Electrical Measurements II

Curriculum: III

*Preparation: EL-14
Three hours per week*

This course is a continuation of EL 14. The following electrical quantities with a detailed discussion of the methods of measuring are carried on which involves the use of both visual and sound indicating devices, capacitance, inductance, magnetic induction permeability, hysteresis loss, vacuum tube constants; A. C. power and energy. The student is given a thorough discussion of the construction, theory of operation, method of use, sources of error, etc., of the types of measuring instruments used in commercial work and in the standardizing laboratory.

PROFESSOR PORTER.

EL 17-18 Electrical Engineering III

Curriculum: III

*Pre-requisite: M-6
Preparation: EL 9-10
Three hours per week*

Lectures, recitations and problem work upon the electro-magnetic and electro-static fields and the theory of alternating currents are taken up. The course covers the consideration of the "steady state," both when we have a pure sine wave and when we have a complex wave. Transients are not considered. The subject is developed principally by the aid of vector algebra, and the student is urged to use the methods of complex quantity to the fullest extent.

Application of the principles developed to all possible combinations of resistance, inductive and condensive reactances in both single and polyphase circuits is given by the working of about two hundred problems involving both analytical and graphical methods.

PROFESSOR RICHARDS.

*EL 19-20 Electrical Testing Laboratory**Curriculum: III**Preparation: EL 11-12, *EL 17-18
Five hours per week*

The course consists of a series of experiments involving the testing of machines; together with experiments intended to elucidate practically the principles developed in the parallel course on alternating currents, EL 17-18, and also to train the student in the use of the special types of instruments which he will later use in laboratory work upon alternating current machinery.

Illustrative experiments are:

Stray power tests, Prony brake tests, retardation tests, pumping back tests, regulation tests, heat runs, analysis of losses, etc.

Study of A. C. series and parallel circuits, resonant conditions effect of frequency change on circuit constants, power factor measurements, power measurements, etc.

As the course progresses, the student is thrown more and more upon his own resources; a desired result is stated to him, and he is left to plan out his own methods, settle upon the apparatus needed, solve his precision requirements, calibrate the instruments, if necessary, and finally turn in a detailed report covering all phases of the work from its inception.

Professor MUCKENHOUP.

*EL 21-22 Electrophysics**Curriculum: III**Pre-requisite: M-7
Three hours per week*

The first five weeks of the course is given to a discussion of Maxwell's theory the students being referred to the criticism and comments as given by Richtmeyer in his Introduction to Modern Physics after which the considerations leading to the discovery of the electron are discussed and the balance of the year is taken up with the study of the modern theories of electricity, electrical constitution of matter, photo electric phenomena, X-rays, radio activity and quanta.

Professor SMITH.

*EL 23 Electrical Measurements, Laboratory**Curriculum: III**Preparation: EL-14, *EL-15
Three hours per week*

This course consists of a series of experiments emphasizing the principles developed in courses EL 14 and EL 15. The student becomes familiar with the use of the standard apparatus in use in testing laboratories. Particular stress is laid on the correct use of the apparatus, and precision discussions are required throughout.

*Preparation courses marked with asterisk and the advanced course may be carried simultaneously.

The experiments cover such matters as the measurement of resistance by various methods, resistivity, conductivity, electromotive force, current inductance, capacitance, magnetic induction, magnetizing force, hysteresis loss, etc., in cable testing, magnetic testing, wave form determination, and the use of special apparatus.

Thorough training in the principles of precision of measurements is also given, and applied to each experiment performed.

PROFESSOR PORTER.

EL 24 Advanced Measurements, Laboratory

Curriculum: III

Preparation: EL-16

Three hours per week

This laboratory course is given over to the use of Laboratory and Secondary standards and precision methods as applied to checking resistances, calibration of indicating and integrating instruments of various types.

It involves the use of the potentiometer, Weston laboratory standard instruments; precision model Kelvin Low Resistance & Carey-Foster bridges; Westinghouse portable oscillograph, standard daylight photometer; potential phase shifters and rotating standard.

Testing for characteristics and investigation of the action of three element tubes, tungar rectifier, and Piezo oscillating crystals.

Precision work is insisted on throughout, and while the student is trained to develop speed and quickness of manipulation, this is never at the expense of quality and accuracy of the work.

PROFESSOR PORTER.

EL 25-26 Electrical Engineering IV

Curriculum: III

Pre-requisite: EL 17-18

Four hours per week

This is a careful, thorough, and detailed discussion of the construction, theory, operating characteristics, and testing of the various types of alternating current machinery. The first half of the course is equally divided between the transformer and the synchronous generator. In the second half of the course synchronous motors, parallel operation of alternators, synchronous converters, polyphase induction motors, the induction generator, single phase induction motors, and commutating alternating current motors are taken up.

PROFESSOR RICHARDS.

Chemical Engineering

The chemical engineer has been well defined as a "professional man experienced in the design, construction, and operation of plants in which materials undergo chemical and physical change". It is the duty of the chemical engineer to cut the costs, increase production, and improve the quality of the products in the industry.

The chemical engineer must possess a working knowledge of the fundamental sciences, he must understand and know how to work with men, and he must recognize in his work the "correct appraisal of values and costs". In addition, he must possess the ability to apply his knowledge to the development and operation of chemical processes and plants.

The curriculum furnishes instruction in the fundamental sciences of chemistry, physics, and mathematics; the elements of electrical and mechanical engineering; and in the basic unit chemical engineering operations, such as heating, evaporating, filtering, distilling, crushing, extracting, drying, etc. Courses of a more liberal nature, such as psychology and sociology, are also included in order that the student may become acquainted with fields of knowledge other than chemical engineering and thus broaden his educational background.

The following table sets forth the pre-requisite courses of this department, together with the advanced courses for which they are pre-requisite. Pre-requisite courses must be completed before the advanced courses based upon them may be taken. Advanced courses are tabulated at the left, their pre-requisite to the right.

ADVANCED COURSES	PRE-REQUISITE COURSES
M 5 Differential Calculus	<i>Second Year</i>
ME 20 Applied Mechanics	M 1 Algebra, M 4 Analytic Geometry
CH 3 Inorganic Chemistry	P 3 Physics II
	CH 2 Chemistry
ME 22 Strength of Materials	<i>Third Year</i>
CH 15-16 Quant. Analysis	ME 20 Applied Mechanics
	CH 3 Inorganic Chemistry
CH 25-26 Ind. Chem.	<i>Fourth Year</i>
	CH 3 Inorganic Chemistry
CH 35-36 Organic Chem. II	<i>Fifth Year</i>
CH 43-44 Physical Chem. II	CH 31-32 Organic Chemistry I
CH 27-28 Chemical Plant Design	CH 42 Physical Chemistry I
CH 23-24 Chem. Eng. III	CH 25-26 Industrial Chemistry
	CH 21 Chem. Eng. I

Curriculum IV Chemical Engineering

Sequence of Upperclass Courses Required for the Degree of
Bachelor of Science in Chemical Engineering

*For First Year (35 weeks) Common To All Engineering
Curricula See Page 159*

No.	FIRST TERM	Class Hours Per Week	No.	SECOND TERM	Class Hours Per Week
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Second Year

E 3	English II.....	3	E 4	English II.....	3
M 5	Differential Calculus	4	M 6	Integral Calculus...	4
P 3	Physics II.....	3	P 4	Physics II.....	3
EL 3	Applied Electricity	4	ME 20	Applied Mechanics.	4
CH 3	Inorganic Chemistry.	3	CH 10	Qualitative Analysis	3
CH 5	Inorganic Chem. Lab.	5	CH 12	Qual. Anal. Lab....	6
		22			23

Third Year

Ec 21-22	Economics.....	3	Ec 21-22	Economics.....	3
S 1-2	Sociology.....	3	S 1-2	Sociology.....	3
ME 21	Applied Mechanics	4	ME 22	Strength of Materials	4
CH 15-16	Quantitative Anal.	4	CH 15-16	Quantitative Anal..	2
CH 17-18	Quant. Anal. Lab.	5	CH 17-18	Quant. Anal. Lab.	9
CH 13	Qual. Anal. Lab...	4	ME 30	Thermodynamics...	3
		<hr/>			<hr/>
		23			24

Fourth Year

Ps 1-2	Psychology.....	3	Ps 1-2	Psychology.....	3
C 5-6	Engineering Conf..	2	C 5-6	Engineering Conf..	2
CH 21	Chemical Eng. I...	3	CH 22	Chemical Eng. II...	3
CH 25-26	Industrial Chem...	2	CH 25-26	Industrial Chem....	2
CH 31-32	Organic Chem. I..	3	CH 31-32	Organic Chem. I...	3
CH 33-34	Organic Chem. Lab. I	5	CH 33-34	Organic Chem. Lab. I	5
CH 41	Chem. Eng. Lit.	2	CH 42	Physical Chem. I...	3
		—			—
		20			21

Fifth Year

C 7-8	Engineering Conf..	2	C 7-8	Engineering Conf. .	2
CH 23-24	Chem. Eng. III. . .	4	CH 23-24	Chem. Eng. III. . . .	4
CH 27-28	Chem. Plant Design	4	CH 27-28	Chem. Plant Design	4
CH 35-36	Organic Chem. II	2	CH 35-36	Organic Chem. II..	2
CH 37-38	Or. Chem. Lab. II	3	CH 37-38	Organic Chem. Lab. II	3
CH 43-44	Physical Chem. II	3	CH 43-44	Physical Chem. II..	3
	Thesis (150 hours)			Thesis (150 hours)	
		18			18

NOTE: In addition to the prescribed program shown above, each student must complete at least ten semester hours of credit in electives chosen from the fields listed on page 159.

CH 2 Chemistry

Curriculum: All

Four hours per week

An introductory course not requiring previous knowledge of the subject, and giving a survey of the entire chemical field with some consideration of its background. The course starts with a brief statement of the origin, progress, and present state of development of chemistry. This is followed by a consideration of the fundamental principles of the science such as would be contained in any good elementary text on inorganic chemistry. The latter part of the course consists of a study of such topics as — The Relation of Chemistry to Electricity, The Corrosion of Materials, Water for Industrial and Municipal Use, Chemistry and Food, Colloid Chemistry and its Applications, Chemistry and Medicine, and Chemistry in Industry. Two lectures, illustrative when possible, a recitation hour, a quiz, and assigned readings constitute the weekly plan of instruction.

Professor BAKER, Mr. ZUFFANTI, and Mr. MORGAN.

CH 3 Inorganic Chemistry

Curriculum: IV

Pre-requisite: CH-2

Three hours per week

This course undertakes a more thorough treatment of the modern developments of Inorganic Chemistry. Such topics as Vapor Pressure, Concentration, Mass-action Law, Dissociation, Chemical and Ionic Equilibria, Solubility Product, Common Ion Effect, Ph Value and Hydrogen Ion Concentration are studied in considerable detail.

It is essential that the student should realize the necessity of obtaining a thorough grounding in these subjects, upon which the success of his future work depends.

Attention is also given to the recent ideas of the atomic structure.

The course is profusely illustrated by chemical calculations based on practical applications.

Professor STRAHAN.

CH 5 Inorganic Chemistry Laboratory

Curriculum: IV

*Preparation: *CH-3*

Five hours per week

The object is to cultivate scientific attitude and habit of thought on the part of the student, and to increase his power of acquiring knowledge. The experiments are planned to illustrate the topics which have been discussed in the lecture room. Careful manipulations, thoroughness in observation, and accuracy in arriving at conclusions are required of each student. In this, as in all subsequent laboratory work, neat and satisfactory notes will be considered an essential part of the work.

Professor McGUIRE and ASSISTANTS.

*Preparation courses marked with asterisk and the advanced course may be carried simultaneously.

CH 10 Qualitative Analysis

Curriculum: IV

*Preparation: CH-3
Three hours per week*

Analytical determinations supply the fundamental data upon which industrial operations may be successfully carried out.

The essential feature of the course is a system of lectures and recitations carefully co-ordinated with laboratory work, not merely to consider the detection of the common cations and anions, but also the application of the theoretical principles relating to hydrolysis, solubility product, ionic equilibrium, amphoteric substances, complex formations, oxidation and reduction, and correct concentrations of substances in solution, as a most efficient means of developing the student's reasoning power and ability to draw logical conclusions from facts.

Attention is given to developing resourcefulness in overcoming difficulties, especially those attendant upon bringing substances into solution.

PROFESSOR STRAHAN.

CH 12 Qualitative Analysis Laboratory

Curriculum: IV

*Preparation: CH-3
Six hours per week*

In this course no attempt is made to perform a large number of experiments illustrating the solubilities of various compounds, but it is limited to those necessary for the development of a series of logically arranged ones which can later be combined to form a complete system of analysis.

The latest developments in qualitative tests are used when desirable and throughout the course assurance is made that the student understands the reactions and theory involved. From time to time unknown solutions and substances are given to the student for analysis thus emphasizing the practical aspects of the work.

PROFESSOR MCGUIRE and ASSISTANTS.

CH 13 Qualitative Analysis Laboratory

Curriculum: IV

*Preparation: CH-12
Four hours per week*

This course, which is similar in purpose to CH-12, includes the reactions and separations of the anions, methods of solution and the actual qualitative analysis of various industrial products, and naturally occurring materials.

PROFESSOR MCGUIRE.

CH 15-16 *Quantitative Analysis*

Curriculum: IV

Pre-requisite: CH-3

Preparation: M-3

Four hours per week first term

Two hours per week second term

It is the purpose of this course to give to the student a realization of the scientific development of quantitative methods. Each of the major operations such as weighing, measurement of volumes, titration, filtration, ignition, and combustion, is considered from the standpoint of the theoretical principles involved, and with due consideration of the manipulative technique necessary.

The combination of these operations in typical determinations is next taken up, followed by a critical discussion of common technical methods, including the standard methods for the analysis of ores, steel, fuels, oils, gases, foods, water, fertilizers, etc.

As the correct calculation of analytical results is of no less importance than the actual procedures of analysis, a number of problems form a very important part of the course.

Professor McGUIRE.

CH 17-18 *Quantitative Analysis Laboratory*

Curriculum: IV

*Preparation : CH-5, CH 15-16**

Five hours per week first term

Nine hours per week second term

This is a laboratory course intended to illustrate by actual use the various analytical methods considered in CH 15-16. After certain preliminary experiments designed to acquaint the student with the apparatus used; volumetric analysis, including acidimetry and alkalimetry, oxidation, reduction, and precipitation methods are taken up. This is followed by general gravimetric analysis, electrolytic, electrometric, combustion, and optical analysis.

In the latter half of the course actual industrial methods are used so that at its completion the students should be able to perform satisfactorily any ordinary analysis.

Professor McGUIRE.

CH 21 *Chemical Engineering I*

Curriculum: IV

Preparation: P-3, P-4

Three hours per week

This course includes methods of determining rates of flow and power consumption of fluids flowing through pipe lines. The course differs from the usual course in hydraulics chiefly in the amount of emphasis placed on the flow of gases and oils. Special attention is given to Bernoulli's theorem, the orifice, the venturi meter, the Thomas flow meter, critical velocity, viscosities, friction losses.

Professor BAKER.

*Preparation courses marked with asterisk and the advanced course may be carried simultaneously.

CH 22 Chemical Engineering II

Curriculum: IV

*Preparation: CH-3
Three hours per week*

This course is concerned principally with the study of combustion and equipment in which combustion processes are carried on. Many problems pertaining to combustion efficiency, flue gas, maximum temperature obtainable, and combustion equipment are solved during the course.

Professor BAKER.

CH 23-24 Chemical Engineering III

Curriculum: IV

*Pre-requisite: CH-21
Preparation: CH-22
Four hours per week*

This course consists of a study of the principles underlying the mechanical operations peculiar to the chemical industry. Such unit processes as crushing and grinding, separation, flow of heat, evaporation, distillation, and drying, are considered in detail. Many type problems in chemical engineering are solved during the course.

Professor BAKER.

CH 25-26 Industrial Chemistry

Curriculum: IV

*Pre-requisite: CH-3
Preparation: CH-21
Two hours per week*

The more important industrial processes are studied with a view to the general chemistry involved and to the various types of apparatus necessary to carry out the chemical reactions. The student is given a broad survey of the field of chemical industry and a knowledge of the relationships of the different industries to one another. Special attention is given to the economics of the chemical industry. Lectures, assigned readings, and reports presented by individual students upon assigned topics are included in the course.

Professor BAKER.

CH 27-28 Chemical Plant Design

Curriculum: IV

*Pre-requisite: CH 25-26
Four hours per week*

This course includes a consideration of the various problems which arise during the evolution of a chemical plant. The study of the development of a chemical plant is begun with a survey of the literature, continued in the laboratory on experimental and semi-plant scales, and then calculated to a large scale basis. A

report is then prepared on the advisability of constructing the chemical plant. Such factors as capital ratio, plant layout, selection and cost of equipment, labor, interest, depreciation, taxes, insurance, and expected financial return, are considered and included in the report as far as possible.

Professor BAKER.

CH 31-32 Organic Chemistry I

Curriculum: IV

*Preparation: CH 15-16
Three hours per week*

The course includes a study of the general principles and theories of organic chemistry. An attempt is made to present the subject matter from the viewpoint of the close relationship which exists between the various classes of organic compounds.

Considerable emphasis is placed on genetic charts and on synthesis, by which the compound being studied is related to substances already studied.

By this method the student's interest is stimulated and an opportunity is afforded for the student to correlate his knowledge by constructing similar charts based on analogous reactions.

Some of the more important compounds are studied in detail. The industrial application of many of the theoretical principles of the subject are considered in order to acquaint the student with the practical nature of organic chemistry.

Professor STRAHAN.

CH 33-34 Organic Chemistry Laboratory I

Curriculum: IV

**Preparation: CH 31-32
Five hours per week*

This course consists of a selected number of preparations and includes the more important manipulations designed to teach the student laboratory technique involved in organic work such as fractional distillation, steam distillation, extraction, crystallization, physical and chemical separations, etc.

These preparations familiarize the student with the general types of chemical changes such as esterification, saponification, sulfonation, nitration, diazotization, condensation, and the use of catalyst.

One of the important features of the course is to teach the student a definite method of keeping notes of his laboratory work, recording all detailed reactions, calculations and also the answers to a set of questions on each experiment performed.

Professor STRAHAN.

* Preparation courses marked with asterisk and the advanced course may be carried simultaneously.

CH 35-36 *Organic Chemistry II*

Curriculum: IV

Pre-requisite: CH 31-32
Two hours per week

The early part of the course consists of a review of CH 31-32. Emphasis is placed on chemistry of organic radicals, and unsaturation. The rules of substitution are also studied.

In cases where it seems advisable an attempt is made to correlate the theoretical principles with industrial practice, especially where a given synthesis is the basis of an industrial process.

In a few of the more common industrial organic preparations the amounts of chemicals used, the time, the pressure, the separation of isomers and impurities and the chemical reactions involved are given in exact and minute detail.

The latter part of the course is a study of the chemistry of the Naphthenes, Terpenes, Alkaloids and their related derivatives.

The student throughout the course will gain a fundamental knowledge of the theory of organic chemistry and at the same time a realization of the direct connection of this theory with its important industrial applications.

Professor STRAHAN.

CH 37-38 *Organic Chemistry Laboratory II*

Curriculum: IV

Preparation: CH 33-34
Three hours per week

A laboratory study of chemical and physical tests in Qualitative Organic Analysis. The tests are studied through the solving by each individual student of seven typical problems involving liquids, solids, liquid mixture, solid mixture, and an industrial compound. A systematic procedure in the examination, separation, identification and preparation of a derivative will be followed. This system makes possible the collection of sufficient data on each problem for a comprehensive written report which is a feature of the course.

One of the chief values of the course will be the placing of the student on his own responsibility. In connection with the course the student is required to spend a large number of hours in the library acquainting himself with Beilstein's and Clark's *Handbooks on Organic Chemistry*, Mulliken's *Examination of Organic Compounds* and other standard reference books.

He will be able to lessen materially the amount of time spent in the laboratory by conscientious and extended study in the library.

Professor STRAHAN.

*CH 41 Chemical Literature**Curriculum: IV**Preparation: CH-21
Two hours per week*

This course is intended to acquaint the chemical student with the constantly increasing volume of scientific literature pertaining to the engineering field. While intended primarily as preparatory to thesis work which follows, it furnishes also a very valuable tool for use in later industrial and scientific work.

After a brief outline of the entire field of scientific literature and a description of various methods of library procedure, the various available sources of scientific information are investigated. Original sources such as scientific journals, government publications, patents and manufacturers' catalogs are first considered. A survey of secondary sources follows, including a study of abstracting journals, reviews, bibliographies, handbooks, standard reference books, encyclopedias, etc. A series of individual library problems, in which the student is required to apply the information obtained in the classroom, forms a very important part of the course.

Professor McGUIRE.

*CH 42 Physical Chemistry I**Curriculum: IV**Preparation: CH 15-16, P-4, M-6
Three hours per week*

This course begins with a complete resume of our present concepts regarding atomic structure and its relation to photochemistry, optical behavior and the periodic system. Following this, atomic and molecular weights, and the properties of gases, liquids, and solids are taken up. Throughout this course, as well as in Physical Chemistry II, which follows, quantitative methods are emphasized and the solving of a number of illustrative problems is required.

Professor McGUIRE.

*CH 43-44 Physical Chemistry II**Curriculum: IV**Pre-requisite: CH-42
Three hours per week*

This course which is similar in character to Physical Chemistry I includes a consideration of the following topics: Non-ionized, ionized, and colloidal solutions, rates of reaction, homogeneous and heterogeneous equilibrium, thermo-chemistry, and electrochemistry. From time to time industrial and technical applications are considered from the standpoint of physical chemistry, but in such a way as not to lose sight of the broad field of the subject.

Professor McGUIRE.

Industrial Engineering

The development of the present great Industrial Age has created the need for a new kind of specialist: One trained to employ the fundamental laws of applied science in meeting the problems of industrial production and management. He must be familiar with the basic principles of engineering, and at the same time he must have the ability to organize industrial processes, to deal with men, and in general to direct productive operations. A man having such ability and such training is an Industrial Engineer.

His field is different from that of the technical designer who plans the structures and lays out originally the industrial plant. It is after this preliminary work has been completed that the Industrial Engineer steps in to carry out the program which the designer has initiated. Already it is becoming apparent that the opportunities for the Industrial Engineer will be more numerous than those for the designing technician. For while the designer, in the course of a few years, will have done the preliminary work on a relatively large number of projects, each of those projects is likely to require the permanent services of Industrial Engineers.

The following table sets forth the pre-requisite courses of this department, together with the advanced courses for which they are pre-requisite. Pre-requisite courses must be completed before the advanced courses based upon them may be taken. Advanced courses are tabulated at the left, their pre-requisite to the right.

ADVANCED COURSES	PRE-REQUISITE COURSES
<i>Second Year</i>	
M 5 Differential Calculus	M 1 Algebra, M 4 Analytic Geometry
ME 20 Applied Mechanics	P 3 Physics II
<i>Third Year</i>	
ME 22 Strength of Materials	ME 20 Applied Mechanics
ME 13 Production Engineering	ME 11-12 Production Processes
<i>Fourth Year</i>	
ME 23 Strength of Materials	ME 22 Strength of Materials
<i>Fifth Year</i>	
ME 15 Industrial Plants	ME 23 Strength of Materials

Curriculum V Industrial Engineering

Sequence of Upperclass Courses Required for the Degree of
Bachelor of Science in Industrial Engineering

*For First Year (35 weeks) Common To All Engineering
Curricula. See Page 159*

No.	FIRST TERM	Class Hours Per Week	No.	SECOND TERM	Class Hours Per Week
Second Year					
E 3	English II.....	3	E 4	English II.....	3
M 5	Differential Calculus	4	M 6	Integral Calculus...	4
P 3	Physics II.....	3	P 4	Physics II.....	3
EL 3	Applied Electricity	4	ME 20	Applied Mechanics.	4
D 3-4	Machine Drawing.	3	D 3-4	Machine Drawing .	3
P 5	Physics Laboratory	2	P 6	Physics Laboratory.	2
ME 11-12	Production Processes	2	ME 11-12	Production Processes	2
		21			21
Third Year					
Ec 21-22	Economics.....	3	Ec 21-22	Economics.....	3
S 1-2	Sociology.....	3	S 1-2	Sociology.....	3
ME 21	Applied Mechanics	4	ME 22	Strength of Materials	4
ME 13	Production Eng...	3	CI 12	Hydraulics.....	3
CI 13	Materials.....	2	EL 6	Electrical Machinery	
ME 35	Heat Engineering..	3		Lectures & Laboratory....	4
Ac 21-22	Industrial Accounting	4	Ac 21-22	Industrial Accounting	4
		22			21
Fourth Year					
Ps 1-2	Psychology.....	3	Ps 1-2	Psychology.....	3
C 5-6	Engineering Conf..	2	C 5-6	Engineering Conf...	2
FI 3-4	Business Finance...	3	FI 3-4	Business Finance...	3
ME 23	Strength of Materials	4	ME 68	Mechanical Eng. Lab.	4
BU 5-6	Indus. Management	3	BU 5-6	Indus. Management	3
IN 3-4	Industrial Eng. IV	5	IN 3-4	Industrial Eng. IV	5
		20			20
Fifth Year					
C 7-8	Engineering Conf..	2	C 7-8	Engineering Conf. .	2
ME 15	Industrial Plants..	6	ME 16	Industrial Plants...	6
Ec 23-24	Statistics.....	3	Ec 23-24	Statistics.....	3
U 27	Contracts.....	4	IN 6	Sales Engineering...	3
IN 9-10	Industrial Eng. V..	3	IN 9-10	Industrial Eng. V...	3
IN 7	Industrial Relations	3	IN 8	Industrial Problems.	3
	Thesis (150 hours)			Thesis (150 hours)	
		21			20

NOTE: In addition to the prescribed program shown above, each student must complete at least ten semester hours of credit in electives chosen from the fields listed on page 159.

IN 3-4 *Industrial Engineering IV*

Curriculum: V

Five hours per week

A survey will be made of the Industrial Resources of the United States with consideration of foreign resources where American interests are affected. The leading industries in this country will be carefully studied. Primary emphasis will be placed upon the historical development of industry, consideration being given as to how past events may affect future progress. The influence of labor unions, trade associations and industrial codes will be considered.

In addition, students taking this course will make a series of trips to a variety of industrial plants. Preliminary instruction will be given regarding what should be observed while visiting such plants and reports on the trips will be discussed in class. Motion pictures illustrating details of productive processes in various types of industries will be shown to broaden the students' view and lay a foundation for Industrial Engineering work.

PROFESSOR INGALLS.

IN 6 *Sales Engineering*

Curriculum: V

Three hours per week

An important part of the job of the industrial engineer is the correlation of production and merchandising. This course includes elements of marketing and salesmanship for the engineer, and covers in some detail such general topics as: analysis of the product, analysis of the market, the various marketing agencies, organized exchanges, grading, storing, co-operative marketing, general price policies, price maintenance, brands and trade marks.

MR. KNOWLES.

IN 7 *Industrial Relations*

Curriculum: V

Preparation: S 1-2

Three hours per week

This course will include a general discussion of the origin and development of personnel problems. Emphasis will be placed on such matters as morale and loyalty, placement and replacement, employee self-government, the use of tests for selection of employees, methods of testing, technique of testing, education of the worker, employee interests, and economic security.

MR. KNOWLES.

IN 8 *Industrial Problems*

Curriculum: V

*Preparation: *BU 5-6
Three hours per week*

This is a problem course which requires as a background a number of the courses studied in the earlier years of the Industrial Engineering curriculum. The method, in general, is similar to that of a laboratory course: that is, problems are solved on the basis of data taken from actual industrial situations.

The course is given in the last semester of the senior year so that the student may demonstrate his ability to handle practical cases before completing his college career.

Professor INGALLS.

IN 9-10 *Industrial Engineering V*

Curriculum: V

Three hours per week

Among the topics considered are the setting of standards, the control of operations, time and motion study, and the maintenance of standards through inspection. Consideration will also be given to financial calculations, the economic size of an order, important production ratios, and the use of the profitograph. The view point of an Industrial Engineer in charge of production will be adopted. The aid of mathematical formulae in the solution of intricate problems will be utilized throughout the course.

PROFESSOR INGALLS.

AC 21-22 *Industrial Accounting*

Curriculum: V

Four hours per week

The purpose of this course is to present the fundamental principles of business as evolved through accounts and books of accounts. The theory and practice of accounting is brought out through business problems and not merely through a "set of figures". The subject is approached from the financial and administrative aspect.

Mr. DAVIS.

FI 3-4 *Business Finance*

Curriculum: V

Three hours per week

The two chief purposes of this course are first to cover the fundamental principles of finance and then to apply them to definite problems that confront the management of proprietorships, partnerships and small corporations. Such topics are described as capital structure, stocks, bonds, raising long and short term

*Preparation courses marked with asterisk and the advanced course may be carried simultaneously.

funds, and the treatment of surplus. Special types of organizations such as joint stock, trust, and holding companies are studied and the laws of partnership and corporations are reviewed. Special attention is paid to the raising and treatment of working capital.

Professor MONTGOMERY.

BU 5 Industrial Management I

Curriculum: V

Three hours per week

The welfare of a country may be measured by the progress and activity of its industrial enterprise. These, in turn, depend largely upon the effectiveness of the management of industry. Industry needs, and is ever ready to employ, men who are trained to fill executive positions. There are in addition a great many opportunities for work presenting themselves in the many businesses serving the needs of industry not engaged directly in production. Whether a man finds his life work in a manufacturing plant or in the field of commerce, the understanding of the principles underlying the production of manufactured goods is an essential background. The course in industrial management places emphasis on the administrative phases of factory and plant operation. A textbook is used to present elementary principles and problem material which are supplemented by lectures.

The first part of the course deals with the location of the plant; plant design, structure, and plant services; plant layout; standardization, simplification, and specialization; and the public relations of industry.

Mr. KNOWLES.

BU 6 Industrial Management II

Curriculum: V

Three hours per week

This course is a continuation of Industrial Management I. It deals with the control of plant operations. Each department of a modern industrial concern is considered, emphasis being placed on the organization and management problems confronted and how they may be handled, with the intention that the student shall become familiar with the activities and general working of each department and the relationship which the departments hold to one another and to the business as a whole. In detail are considered: budgeting, standards of performance, wage systems, organization, routing, scheduling, dispatching, inventory control, quality control, and visual controls such as the organization chart, planning board, and departmental report. Considerable attention is given to the distribution of overhead expenses and standard costs.

Mr. KNOWLES.

English

E 1 English I

Curriculums: All

Three hours per week

This course consists of a rapid but thorough review of the principles of grammar and rhetoric supplemented by the writing of weekly themes on subjects largely drawn from or related to the student's life and study.

Professors HOLMES, MARSTON, POTTER, and Mr. MCCOY.

E 2 English I

Curriculums: All

Three hours per week

A study of contemporary essays or short stories and an increased emphasis on theme writing and drill in letter writing make up the content of this term's work. It continues and completes the review of the principles of writing begun in E 1.

Professors HOLMES, MARSTON, POTTER, and Mr. MCCOY.

E 3 English II

Curriculums: All

Three hours per week

This course combines advanced work in composition with studies in contemporary drama beginning with Ibsen. Eight plays by American and European dramatists are read and analyzed. Class discussions aim to develop in the student an ability to appreciate literary values. In the assignment and correction of weekly themes, which form the basis of the work in composition, emphasis is laid on effective theme organization and precision in the expression of ideas.

Déan MELVIN, Professors HOLMES, MARSTON, and POTTER.

E 4 English II

Curriculums: All

Three hours per week

The novel is studied through the analysis of examples of the various types of fiction. Outside reading is an important part of the work of the course. Weekly theme writing is continued.

Déan MELVIN, Professors HOLMES, MARSTON, and POTTER.

Mathematics

M 1 College Algebra

Curriculums: All

Three hours per week

The study of algebra is scheduled to begin with the solution of the quadratic equation, simultaneous quadratics, and equations in quadratic form. However, a rapid although thorough review of the fundamentals of algebra precedes this. This solution of

the quadratic is followed by a detailed study of the theory of exponents. Then follow radicals, series, variation, inequalities, and the elementary principles of the theory of equations. Considerable time is given to plotting and the use of graphs in the solution of equations. The elementary theory of complex numbers is also covered.

Professors COOLIDGE and WHITTAKER, Mr. HASKINS.

M 3 Trigonometry

Curriculum: All

Two hours per week

This is a complete course in trigonometry and should enable the student to use all branches of elementary trigonometry both in the solution of triangles as well as in the more advanced courses where the knowledge of trigonometry is essential. Some of the topics covered are: the trigonometric ratios; inverse functions; goniometry; logarithms; circular measure; laws of sines, cosines, tangents, half-angles; solution of oblique and right triangles; transformation and solution of trigonometric and logarithmic equations. Considerable practice in calculation of practical problems enables the student to apply his trigonometry to problems arising in engineering practice at an early stage. Additional work, graphical and algebraic, is done with the complex number, introducing DeMoivre's theorem, and the exponential form of the complex number.

Professors COOLIDGE and WHITTAKER; Mr. HASKINS.

M 4 Analytic Geometry and Introduction to Calculus

Curriculum: All

Preparation: M-1, M-3

Five hours per week

This being a basic course in preparation for any further study of mathematics, it requires a thorough knowledge of the fundamentals of algebra. The course covers cartesian and polar coordinates; graphs; the equations of simpler curves derived from their geometric properties; thorough study of straight lines, circles, and conic sections; intersections of curves; transformation of axes; plotting and solution of algebraic equations of higher order and of exponential, trigonometric, and logarithmic equations; loci problems. The general equation of the second degree is thoroughly analyzed in the study of conic sections. Some time is devoted to curve fitting from empirical data.

Explicit and implicit functions, dependent and independent variables, some theory of limits, continuity and discontinuity are given special attention both from the algebraic as well as geometric points of view. Some theorems on the infinitesimal are introduced and a study is made of infinity and zero as limits. Relative rates of change, both average and instantaneous, and

the meaning of the slope of a curve follow. The differential and the derivative as applied to algebraic functions with the geometric interpretation is then studied. Simple applications with interesting practical problems help to develop the interest here and lay a solid foundation for the study of the calculus. The introduction of the differential at the same time with the derivative helps considerably to bridge the large gap which usually exists when the student passes from the study of the elementary analytic geometry to the infinitesimal of calculus.

Professors COOLIDGE and WHITTAKER, Mr. HASKINS.

M 5 *Differential Calculus*

Curriculum: All

Pre-requisite: M-1, M-4

Four hours per week

The differential is introduced and defined at the outset of the course together with the derivative, geometric and practical illustrations are given of both, and both are carried along throughout the course. The work in the course consists of differentiation of algebraic, trigonometric, exponential, and logarithmic functions, both explicit and implicit; slopes of curves; maxima and minima with applied problem; partial differentiation; derivatives of higher order; curvature; points of inflection; related rates; velocities, acceleration; expansion of functions; series. Although the subject matter deals with considerable theory, constant sight is kept of the practical application of the theory. The geometric interpretation of every new subject is carefully defined and problems are continually solved dealing in practical applications of the theory in geometry, physics, and mechanics.

Professor SPEAR.

M 6 *Integral Calculus*

Curriculum: All

Preparation: M-5

Four hours per week

This is a continuation of Calculus M 5, and deals with integration as the inverse of differentiation as well as the limit of summation. The topics covered are methods of integration; use of integral tables; definite integrals; double and triple integrals; areas in rectangular and polar co-ordinates; center of gravity; moment of inertia; length of curves; volumes of solids; areas of surfaces of revolution; volumes by triple integration; practical problems in work, pressure, etc., depending on the differential and integral calculus for solution; solution of simpler differential equations.

Professor SPEAR.

M 7 *Differential Equations*

Curriculum: III

Third year, first semester

Pre-requisite: M-6

Four hours per week

The elementary theory of differential equations and the solution of certain ordinary and partial differential equations is offered here as a general course in mathematics. Although principally a problem course in solving differential equations, properties of the equations and of their solutions are deduced, and applications to the various fields of engineering, particularly electrical engineering, are analyzed.

Professor MUCKENHOUT.

Physics

P-1 *Physics I*

Curriculums: All

Three hours per week

A Course in the study of wave motion, sound and light. Molecular mechanics and other fundamental principles of physics are stressed at the beginning.

All lectures in physics are accompanied by appropriate demonstrations.

Professor JOHNSON.

P-2 *Physics I*

Curriculums: All

Three hours per week

This is a thorough course in magnetism and electricity covering all the details within the scope of standard college texts on these subjects. All lectures are illustrated by means of lantern slides, motion pictures, and special apparatus.

Professor JOHNSON.

P-3 *Physics II*

Curriculums: All

Preparation: M-1, M-3

Three hours per week

A course in the study of the fundamental principles of the Mechanics of Physics. Some of the topics covered are: simple harmonic motion, uniformly accelerated motion, friction, work, energy, power, fluid pressure, angular velocity, centripetal force, equilibrium under the action of a series of parallel forces and equilibrium under the action of concurrent forces.

Professors COOLIDGE and WHITTAKER.

P-4 Physics II

Curriculums: All

*Preparation: M-1, M-3
Three hours per week*

The topics studied are: thermometry, expansion of solids, liquids and gases, calorimetry, change of state including latent heat of fusion and vaporization (sublimation), triple point diagram, conduction and radiation, and the mechanical equivalent of heat.

Professors COOLIDGE and WHITTAKER.

P-5 Physics Laboratory

Curriculums: I, II, III, V

*Preparation: P-1, P-2, P-3, M-3
Two hours per week*

This course consists of experiments on mechanics and light performed by each student supplementing the lecture and classroom work of Physics P-1, P-2, and P-3. The experiments on mechanics include the use of the vernier, micrometers, and spherometers, calculation of true weights, determination of the specific gravities of solids by various methods and areas by planimeter. The experiments on light include the determination of the index of refraction of a lens, the position of images in combination of lenses and the uses of the spectroscope.

Mr. OBERG.

P-6 Physics Laboratory

Curriculums: I, II, III, V

*Preparation: *P-4, P-5, M-3
Two hours per week*

This course is a series of experiments on mechanics and heat to supplement the work done in P-1, P-2, and P-4. Among the experiments of mechanics are: the modulus of elasticity, the determination of the value of "g," the Nicholson hydrometer, and the determination of the specific gravity of a liquid. The experiments on heat include the use of the air thermometer, the maximum and minimum thermometers and the high temperature calorimeter; and the determination of the temperature of a mixture, latent heat of vaporization and the mechanical equivalent of heat.

Mr. OBERG.

Drawing

D I Graphics I

Curriculums: All

Six hours per week

This course comprises a complete study of shape description in both orthographic and pictorial form. It provides a thorough

*Preparation courses marked with asterisk and the advanced course may be carried simultaneously.

foundation for the study of working drawings. The work is laid out according to the following divisions: care and use of instruments, lettering, geometric constructions including the conic, involute and cycloidal curves, orthographic projection including multiplanar and axonometric drawing, oblique and perspective projection, technical freehand sketching and development.

Professors TOZER and MESERVE; Mr. CLEVELAND.

D 2 Graphics II

Curriculums: All

*Preparation: D-1
Six hours per week*

This course comprises a complete study of the theory of projection commonly known as Descriptive Geometry.

Professors TOZER and MESERVE; Mr. CLEVELAND.

D 3-4 Machine Drawing

Curriculums: II, III, V

*Preparation: D-1, D-2
Three hours per week*

Detail working drawings of machine parts and assembly drawings of simple machines are made in accordance with best commercial practice. Such simple phases of mechanism as are necessary to a complete understanding of machine drawing are included in the course.

Professors TOZER and MESERVE.

Social Sciences

Ps 1-2 Psychology

Curriculums: All

Three hours per week

This basal course is designed to acquaint the student with the problems and investigational techniques of psychology and to give a familiarity with more important results of experimental psychology. The structural basis of behavior, motivation, learning, individual differences, and personality are the main topics.

Professor ESTES.

S 1-2 Sociology

Curriculums: All

Three hours per week

An analysis of the phenomenon of social evolution, the principles and forces determining it, and a survey of the contemporary problems of group adjustment and control. Problems centering about the institution of the family, and population shifts and growth will be emphasized.

Professor HAVICE.

*Ec 21-22 Economics**Curriculums: All**Three hours per week*

The content of this course is threefold: A discussion of the main characteristics of modern economic society, a study of the fundamental economic laws governing the production, exchange, consumption, and distribution of wealth, and the application of these laws to some of the problems arising in business and engineering. An attempt is made to present both the "long run" aspect of economics representing the interests of society as a whole and the "short run" aspect which represents the immediate interests of business men. Case material will be used to illustrate both phases. Students will be required to furnish cases and problems illustrating principles from their co-operative work experience.

Professor LAKE.

*Ec 23-24 Statistics**Curriculum: V**Three hours per week*

The increasing use of statistics in business and engineering makes an understanding of the fundamental methods of statistical analysis essential. Specific attention will be paid to the practical applications of statistics in business and engineering. Among the important topics considered are the following: the collection and presentation of statistical data, statistical averages, frequency distributions, measures of dispersion, index numbers, time series analysis, correlation, and business forecasting.

Professor LAKE.

*Unclassified Courses**PE 1 Hygiene**Curriculums: All**Two hours per week*

Two class hours per week are devoted to the study of information closely related to the Physical Training work and to personal and mental hygiene. For each class lecture, the student is assigned at least one hour of outside study based on the required textbook. The course includes enough of the fundamentals of physiology and anatomy to enable the student to understand such parts of the course as require some knowledge of these subjects.

Professor PARSONS, Mr. TATTON.

*PE 3-4 Physical Training**Curriculums: All**Two hours per week*

All first year students are required to take Physical Training. Health, strength, and vitality do not come by chance, but by

constant attention to those factors involved in their development. It is very essential for the student to acquire good habits of life.

The work in the course includes a formal calisthenic program, special exercise classes for the correction of postural defects, participation in the regular athletic program, including baseball, basketball, hockey, football, track, and many types of informal games. All members of the class are also required to learn to swim.

Students wishing to be excused from Physical Training because of physical defects are required to present a petition to the faculty supported by a physician's certificate.

PROFESSOR PARSONS; MESSRS. TATTON, MCCOY, LAVEAGA, HULTGREN, and others.

C 5-6 Engineering Conference

Curriculums: All

Two hours per week

This course is the connecting link between the industry and the class-room. It is conducted as an engineering society and is presided over by student officers under the direction of a member of the faculty. Each student in turn, delivers a twenty to thirty-minute talk on some topic of engineering experience or general interest. Other students are designated to supplement the information given by the principal speaker with short discussions and the meeting is then thrown open to a general discussion by the whole class as long as seems best to the instructor. Thus it is possible for all students in the class to become familiar also with the practical experience being acquired by their class-mates and so become acquainted with a larger number of practical problems and a broader field of experience.

Intermingled with these regular classes special programs are arranged to permit prominent engineers and business men to address the students on current engineering and industrial problems and projects.

PROFESSORS EVERETT, NIGHTINGALE, and TOWLE; MESSRS. MORGAN, and OBERG.

C 7-8 Engineering Conference

Curriculums: All

Two hours per week

This course is designed to bring about analytical thinking and systematic planning of the "after-graduation-employment" problem. It is conducted as an open discussion class by the Department of Co-operative Work. Each Co-ordinator has in his class those students who have been placed and supervised on co-operative work by him. Each student analyzes and applies to himself as the "product" the fundamental principles of mer-

chandizing. Prominent men who are leaders in the fields of employment counselling, business, or engineering present the employers' viewpoints. Thus the graduating seniors are brought face to face during the year with one of the most important and perplexing problems of life, namely, how to "sell their services", thereby aiming to bring a co-ordinated training of theory and practice to a logical conclusion.

Professors EVERETT, NIGHTINGALE and TOWLE; Messrs. MORGAN, and OBERG.

U-27 Law of Contracts

Curriculum: V

Four hours per week

Preparation for a career as an industrial engineer demands an understanding of the fundamental legal principles upon which modern business transactions are based. The course in Contracts treats of the common law rules which underlie all branches of business law. The study of cases and decisions is supplemented by lectures and assigned readings in textbooks in order to develop a thorough understanding of the essentials of a valid contract such as offer and acceptance, consideration and form. The interpretation, operation and discharge of contracts are also considered. Such topics as agreement, competent parties, reality of consent, legality of object, sealed instruments and the Statute of Frauds are treated in detail.

Professor JACKSON.

Thesis

Curriculums: All

300 hours

Each student who is a candidate for graduation must, during his senior year, prepare and present a thesis, the satisfactory completion of which is a pre-requisite for receiving a degree. By "thesis" is meant an essay involving the statement, analysis, and solution of some problem in pure or applied science. Its purpose is to demonstrate a satisfactory degree of initiative and power of original thought and work on the part of each candidate for an engineering degree.

The subject of the thesis is to be decided in conference between the candidate and that faculty member of the professional department to whom he is assigned for supervision in thesis work; final approval, however, resting with the head of the department. The subject may be one of structural design, research, testing, study of a commercial process, etc., but in no case will a mere resume of prior knowledge and/or discussion of the present state of the matter be acceptable. This, it is true must normally be made, but in addition thereto there must be a certain amount of work planned and executed, aimed towards the extension of the present field of information regarding the subject chosen.

In many cases the student presents an individual thesis. However, in nearly equal number, acceptable subjects will be found necessitating the co-operation of at least two men, either of the same or sometimes of different professional departments. In such cases, each man is primarily responsible for a certain part of the work, while also making himself wholly familiar with the entire problem; and the completed thesis must show clear evidence of the evenly-balanced co-operation and labor of the men concerned.

The completed thesis will be examined for acceptance or rejection from the technical viewpoint by the professional departments interested, and then forwarded to the Secretary of the Day Division; final approval of the thesis resting with the Dean.

Upon acceptance, the thesis becomes the property of the University, together with all apparatus and material used in connection therewith, except that hired or borrowed, or which was originally the personal property of the candidate. It is not to be printed, published, nor in any other way made public except in such manner as the professional department and the Dean shall jointly approve.

Frequently thesis subjects may be chosen on problems arising in the plant where the student is employed at co-operative work. Employers are usually glad to consult with the student in the selection of the subject and the subsequent development of the thesis.

When theses are conducted in this manner, it is understood that the employer is not expected by the University to assume any expense of the thesis nor to furnish any supplies or equipment to be used in the development of the thesis other than those which he may consider it advisable and desirable to place at the disposal of the students. The regulations governing the use of laboratories and buildings of the co-operating firms will vary in practically all cases and each student must naturally be governed definitely by the regulations existing at the plant where the thesis is to be conducted.

It is understood that the thesis work must not in any way interfere with the regular required co-operative work and must be done during hours distinctly outside of regular co-operative work hours unless special request is made by the co-operating firm for some other arrangement.

Theses conducted in conjunction with co-operating firms must be submitted in duplicate, one copy to be presented by the Dean to the co-operating employer.

For all further information, the candidate for the degree is referred to the "Directions for Theses", which he must obtain from his professional department at the end of his junior year.

Northeastern University

School of Engineering

APPLICATION FOR ADMISSION

(A non-returnable fee of five dollars must accompany this application. Make checks, money orders, or drafts payable to Northeastern University)

Boston, Mass. 19

To Director of Admissions:

I (Name in full)
hereby respectfully apply for admission to the Civil ☐; Mechanical ☐;
Electrical ☐; Chemical ☐; Industrial ☐; Engineering Curriculum
of the School of Engineering for the school period beginning
..... 19

NOTE: The applicant should fill out the following form (both sides) with care.

Residence Street
Town or City
State Tel.
Date of Birth Age
Place of Birth
Race Religion Nationality
Graduate of High School, Year
Location of High School
Other High Schools you have attended
.....
If not a graduate, state the years of attendance and why you left
.....
Name of Principal
Father's, Mother's, or Guardian's Name
.....
Address
Father's work, business or profession
Names and addresses of two persons, to whom we may direct inquiries
concerning you.
.....
.....

Weight.....*Height*.....

Have you any physical infirmities? Explain, if any.....

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Defects of speech.....

Defects of hearing.....

Defects of sight.....

Bodily infirmities.....

Is your general health good, fair, or poor?.....

Have you done Collegiate work elsewhere?.....

If so, name and address of college or university.....

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Name of person who will furnish transcript of your college record.....

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.....

Do you expect advance credit for past collegiate work?.....

.....

List all athletics and other extra curricula High School Activities you

have engaged in.....

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Names and addresses of all past employers with brief description of

each job, length of employment, and wages received:.....

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NORTHEASTERN UNIVERSITY

DAY DIVISION

Courses of Instruction

1935-1936

No.	Course	Term	Class
ACCOUNTING			
AC 2	Accounting I.....	2	Freshman
AC 3-4	Accounting II.....	1 and 2	Upperclass
AC 5-6	Accounting Problems.....	1 and 2	Upperclass
AC 7-8	Cost Accounting.....	1 and 2	Upperclass
AC 9-10	Auditing.....	1 and 2	Upperclass
AC 12	Fiduciary Relationships....	2	Upperclass
AC 13-14	C.P.A. Problems.....	1 and 2	Upperclass
AC 21-22	Industrial Accounting.....	1 and 2	Upperclass
BANKING AND FINANCE			
FI 1-2	Fundamentals of Banking..	1 and 2	Upperclass
FI 3-4	Business Finance.....	1 and 2	Upperclass
FI 5-6	Corporation Finance.....	1 and 2	Upperclass
FI 9	Credit Analysis.....	1	Upperclass
FI 10	Taxation.....	2	Upperclass
FI 11	Public Utility Regulation and Finance.....	1	Upperclass
FI 15	Investments.....	1	Upperclass
FI 16	Advanced Banking.....	2	Upperclass
FI 17-18	Insurance.....	1 and 2	Upperclass
BIOLOGY			
B 1-2	General Biology.....	1 and 2	Upperclass
B 3	Zoology I.....	1	Upperclass
B 4	Zoology II.....	2	Upperclass
B 5	Physiology.....	1	Upperclass
B 6	Genetics and Eugenics.....	2	Upperclass
BUSINESS MANAGEMENT			
BU 2	Marketing Principles.....	2	Freshman
BU 3-4	Marketing Problems.....	1 and 2	Upperclass
BU 5	Industrial Management I..	1	Upperclass
BU 6	Industrial Management II..	2	Upperclass
BU 7-8	Problems in Sales Mgt....	1 and 2	Upperclass
BU 11-12	Business Policy.....	1 and 2	Upperclass
BU 13-14	Advertising Practices and Problems.....	1 and 2	Upperclass
BU 17-18	Retail Merchandising.....	1 and 2	Upperclass

Courses of Instruction

No.	Course	Term	Class
CHEMISTRY and CHEMICAL ENGINEERING			
CH 2	Chemistry	2	Freshman
CH 3	Inorganic Chemistry	1	Upperclass
CH 5	Inorganic Chemistry Lab...	1	Upperclass
CH 10	Qualitative Analysis	2	Upperclass
CH 12	Qualitative Analysis Lab...	2	Upperclass
CH 13	Qualitative Analysis Lab...	1	Upperclass
CH 15-16	Quantitative Analysis	1 and 2	Upperclass
CH 17-18	Quantitative Analysis Lab.	1 and 2	Upperclass
CH 21	Chemical Engineering I....	1	Upperclass
CH 22	Chemical Engineering II...	2	Upperclass
CH 23-24	Chemical Engineering III..	1 and 2	Upperclass
CH 25-26	Industrial Chemistry	1 and 2	Upperclass
CH 27-28	Chemical Plant Design	1 and 2	Upperclass
CH 31-32	Organic Chemistry I	1 and 2	Upperclass
CH 33-34	Organic Chemistry Lab. I	1 and 2	Upperclass
CH 35-36	Organic Chemistry II	1 and 2	Upperclass
CH 37-38	Organic Chemistry Lab. II	1 and 2	Upperclass
CH 41	Chemical Literature	1	Upperclass
CH 42	Physical Chemistry I	2	Upperclass
CH 43-44	Physical Chemistry II	1 and 2	Upperclass
CH 45	History of Chemistry I....	1	Upperclass
CH 46	History of Chemistry II....	2	Upperclass
CIVIL ENGINEERING			
CI 1	Surveying	1	Freshman
CI 3	Higher Surveying	1	Upperclass
CI 4	Higher Surveying	2	Upperclass
CI 5	Higher Surveying, F. & P..	1	Upperclass
CI 6	Higher Surveying, F. & P..	2	Upperclass
CI 7	Curves and Earthwork	1	Upperclass
CI 8	Curves and Earthwork	2	Upperclass
CI 9	Curves and Earthwork, F. & P.	1	Upperclass
CI 10	Curves and Earthwork, F. & P.	2	Upperclass
CI 11	Geology	1	Upperclass
CI 12	Hydraulics	2	Upperclass
CI 13	Materials	1	Upperclass
CI 14	Advanced Surveying	2	Upperclass
CI 15	Theory of Structures	1	Upperclass
CI 16	Theory of Structures	2	Upperclass
CI 17	Structural Drawing	1	Upperclass
CI 18	Structural Drawing	2	Upperclass
CI 20	Highway Engineering	2	Upperclass

Courses of Instruction

No.	Course	Term	Class
CIVIL ENGINEERING, Cont.			
CI 21	Sanitary Engineering I.....	1	Upperclass
CI 22	Sanitary Engineering II.....	2	Upperclass
CI 23	Engineering Structures.....	1	Upperclass
CI 24	Engineering Structures.....	2	Upperclass
CI 25-26	Concrete.....	1 and 2	Upperclass
CI 27-28	Concrete Design.....	1 and 2	Upperclass
CI 29	Structural Design.....	1	Upperclass
CI 30	Structural Design.....	2	Upperclass
CI 31	Foundations.....	1	Upperclass
CO-ORDINATION			
C 1-2	Vocational Conference.....	1 and 2	Upperclass
C 3-4	Vocational Conference.....	1 and 2	Upperclass
C 5-6	Engineering Conference.....	1 and 2	Upperclass
C 7-8	Engineering Conference.....	1 and 2	Upperclass
C 9-10	Business Conference.....	1 and 2	Upperclass
C 11-12	Business Conference.....	1 and 2	Upperclass
DRAWING and GRAPHIC ARTS			
D 1	Graphics I.....	1	Freshman
D 2	Graphics II.....	2	Freshman
D 3-4	Machine Drawing.....	1 and 2	Upperclass
GA 5	Principles of Composition in Art.....	1	Upperclass
GA 6	Freehand Sketching.....	2	Upperclass
GA 7	History of Art I.....	1	Upperclass
GA 8	History of Art II.....	2	Upperclass
GA 9	Art in Industry.....	1	Upperclass
GA 10	Art in Merchandising.....	2	Upperclass
ECONOMICS			
Ec 1	Introduction to Economics.	1	Freshman
Ec 2	Economic History of the U. S.....	2	Freshman
Ec 3-4	Economic Principles.....	1 and 2	Upperclass
Ec 5-6	Economic Problems.....	1 and 2	Upperclass
Ec 7-8	Welfare Economics.....	1 and 2	Upperclass
Ec 9-10	Statistics.....	1 and 2	Upperclass
Ec 21-22	Economics.....	1 and 2	Upperclass
Ec 23-24	Statistics (Brief course)....	1 and 2	Upperclass
Ec 25-26	Money and Banking.....	1 and 2	Upperclass
Ec 27	Labor Problems.....	1	Upperclass
Ec 28	History of Economic Thought.....	2	Upperclass

Courses of Instruction

No.	Course	Term	Class
EDUCATION			
Ed 1	Introduction to Education..	1	Upperclass
Ed 2	Comparative Education....	2	Upperclass
Ed 3-4	History of Education.....	1 and 2	Upperclass
Ed 5-6	Philosophy of Education...	1 and 2	Upperclass
Ed 7	School Administration.....	1	Upperclass
Ed 8	Educational Measurements..	2	Upperclass
ELECTRICAL ENGINEERING			
EL 1	Electrical Engineering I....	1	Upperclass
EL 2	D. C. Machinery.....	2	Upperclass
EL 3	Applied Electricity.....	1	Upperclass
EL 6	Electrical Machinery, Lect. & Lab.....	2	Upperclass
EL 9-10	Electrical Engineering II...	1 and 2	Upperclass
EL 11-12	Electrical Engineering Lab.	1 and 2	Upperclass
EL 14	Electrical Measurements I..	2	Upperclass
EL 15	Electrical Measurements II..	1	Upperclass
EL 17-18	Electrical Engineering III..	1 and 2	Upperclass
EL 19-20	Electrical Testing Lab.	1 and 2	Upperclass
EL 21-22	Electrophysics.....	1 and 2	Upperclass
EL 23	Electrical Measurements Laboratory.....	1	Upperclass
EL 24	Advanced Measurements Laboratory.....	2	Upperclass
EL 25-26	Electrical Engineering IV..	1 and 2	Upperclass
EL 27-28	A.C. Machinery Laboratory	1 and 2	Upperclass
EL 29	Electrical Engineering V.A.	1	Upperclass
EL 30	Electrical Engineering V.B.	2	Upperclass
ENGLISH			
E 1	English I.....	1	Freshman
E 2	English I.....	2	Freshman
E 3	Contemporary Drama.....	1	Upperclass
E 4	Contemporary Novel.....	2	Upperclass
E 5-6	Effective Speaking.....	1 and 2	Upperclass
E 7-8	Advanced Composition....	1 and 2	Upperclass
E 9-10	Modern Trends in Literature	1 and 2	Upperclass
E 11-12	English Literature.....	1 and 2	Upperclass
E 13	Nineteenth Century Poetry I	1	Upperclass
E 14	Nineteenth Century Poetry II	2	Upperclass
E 15-16	American Literature.....	1 and 2	Upperclass
E 17	English Drama Before Shakespeare.....	1	Upperclass
E 18	Chaucer.....	2	Upperclass

Courses of Instruction

No.	Course	Term	Class
ENGLISH, Cont.			
E 19-20	Shakespeare	1 and 2	Upperclass
E 21-22	Eighteenth and Nineteenth Century Prose	1 and 2	Upperclass
E 23-24	Great European Writers. . .	1 and 2	Upperclass
E 25-26	History of the Novel.	1 and 2	Upperclass
E 27-28	English Seminar	1 and 2	Upperclass
FRENCH			
F 1-2	Elementary French	1 and 2	Upperclass
F 3-4	Intermediate French	1 and 2	Freshman
F 5-6	Advanced French	1 and 2	Upperclass
F 7-8	Readings in French Literature	1 and 2	Upperclass
GEOLOGY			
Gy 1	Economic Geography	1	Upperclass
Gy 2	Physiography	2	Upperclass
Gy 3-4	General Geology	1 and 2	Upperclass
GERMAN			
G 1-2	Elementary German	1 and 2	Upperclass
G 3-4	Intermediate German	1 and 2	Freshman
G 5-6	Advanced German	1 and 2	Upperclass
G 7-8	Readings in German Literature	1 and 2	Upperclass
GOVERNMENT			
Gv 1-2	American Government and the Federal System	1 and 2	Upperclass
Gv 3	Municipal Government . . .	1	Upperclass
Gv 4	Comparative Government . .	2	Upperclass
Gv 5	Philosophy of Government . .	1	Upperclass
Gv 6	Government Problems	2	Upperclass
HISTORY			
H 1-2	Modern European History (1815-1910)	1 and 2	Freshman
H 3-4	Contemporary World History	1 and 2	Upperclass
H 5-6	American History	1 and 2	Upperclass
H 7	Medieval History	1	Upperclass
H 8	Graeco-Roman History	2	Upperclass
INDUSTRIAL ENGINEERING			
IN 3-4	Industrial Engineering IV . .	1 and 2	Upperclass
IN 6	Sales Engineering	2	Upperclass
IN 7	Industrial Relations	1	Upperclass

Courses of Instruction

No.	Course	Term	Class
INDUSTRIAL ENGINEERING			
Cont.			
IN 8	Industrial Problems	2	Upperclass
IN 9-10	Industrial Engineering V . . .	1 and 2	Upperclass
MATHEMATICS			
M 1	College Algebra	1	Freshman
M 3	Trigonometry	1	Freshman
M 4	Analytic Geometry and In- troduction to Calculus . . .	2	Freshman
M 5	Differential Calculus	1	Upperclass
M 6	Integral Calculus	2	Upperclass
M 7	Differential Equations I . . .	1	Upperclass
M 8	Differential Equations II . . .	2	Upperclass
M 10	Higher Algebra	2	Upperclass
M 13	Spherical Trigonometry . . .	1	Upperclass
M 14	Solid Analytic Geometry . . .	2	Upperclass
M 15-16	Advanced Calculus	1 and 2	Upperclass
M 18	Theory of Equations	2	Upperclass
M 21	Business Mathematics	1	Upperclass
MECHANICAL ENGINEERING			
ME 1	Mechanism	1	Upperclass
ME 3	Mechanism of Machines . . .	1	Upperclass
ME 11-12	Production Processes	1 and 2	Upperclass
ME 13	Production Engineering . . .	1	Upperclass
ME 15	Industrial Plants	1	Upperclass
ME 16	Industrial Plants	2	Upperclass
ME 20	Applied Mechanics (Statics)	2	Upperclass
ME 21	Applied Mechanics (Kinetics)	1	Upperclass
ME 22	Strength of Materials	2	Upperclass
ME 23	Strength of Materials	1	Upperclass
ME 30	Thermodynamics	2	Upperclass
ME 31	Heat Engineering	1	Upperclass
ME 32	Heat Engineering	2	Upperclass
ME 33	Refrigeration	1	Upperclass
ME 34	Steam Turbines	2	Upperclass
ME 35	Heat Engineering	1	Upperclass
ME 38	Heat Engineering	2	Upperclass
ME 41	Power Plant Equipment . . .	1	Upperclass
ME 42	Heating and Ventilation . . .	2	Upperclass
ME 44	Power Plant Engineering . . .	2	Upperclass
ME 50	Machine Design	2	Upperclass
ME 51	Machine Design	1	Upperclass

Courses of Instruction

No.	Course	Term	Class
MECHANICAL ENGINEERING, Cont.			
ME 52	Machine Design	2	Upperclass
ME 61	Mechanical Engineering Laboratory	1	Upperclass
ME 62	Mechanical Engineering Laboratory	2	Upperclass
ME 63	Mechanical Engineering Laboratory	1	Upperclass
ME 64	Mechanical Engineering Laboratory	2	Upperclass
ME 65	Mechanical Engineering Laboratory	1	Upperclass
ME 66	Mechanical Engineering Laboratory	2	Upperclass
ME 68	Mechanical Engineering Laboratory	2	Upperclass
ME 70	Testing Materials Laboratory	2	Upperclass
PHILOSOPHY			
Ph 1-2	Introduction to Philosophy	1 and 2	Upperclass
Ph 3-4	Problems of Philosophy...	1 and 2	Upperclass
Ph 5	Philosophy of Religion...	1	Upperclass
Ph 6	Logic	2	Upperclass
Ph 7-8	Social Ethics	1 and 2	Upperclass
Ph 9 or Ph 10	Seminar in Philosophy	1 or 2	Upperclass
PHYSICAL EDUCATION			
PE 1 (2)	Hygiene	1 or 2	Freshman
PE 3-4	Physical Training	1 and 2	Freshman
PE 5-6	Principles of Physical Education	1 and 2	Upperclass
PE 7	History of Physical Education	1	Upperclass
PE 8	Administration of Physical Education	2	Upperclass
PE 9	Football	1	Upperclass
PE 10	Floor and Apparatus Work	2	Upperclass
PE 11	Track and Field Events...	1	Upperclass
PE 12	Basketball	2	Upperclass
PE 13	Play and Recreation	1	Upperclass
PE 14	Baseball	2	Upperclass

Courses of Instruction

No.	Course	Term	Class
PHYSICS			
P 1	Physics I.....	1	Freshman
P 2	Physics I.....	2	Freshman
P 3	Physics II.....	1	Upperclass
P 4	Physics II.....	2	Upperclass
P 5	Physics Laboratory.....	1	Upperclass
P 6	Physics Laboratory.....	2	Upperclass
P 7-8	Advanced Physics.....	1 and 2	Upperclass
P 9-10	Advanced Physics Lab.....	1 and 2	Upperclass
P 11-12	Acoustics.....	1 and 2	Upperclass
PSYCHOLOGY			
Ps 1a	Orientation Problems.....	1	Freshman
Ps 1-2	General Psychology.....	1 and 2	Upperclass
Ps 3-4	Social Psychology.....	1 and 2	Upperclass
Ps 5-6	Educational Psychology...	1 and 2	Upperclass
Ps 7-8	Genetic Psychology and Mental Hygiene.....	1 and 2	Upperclass
Ps 9-10	Abnormal Psychology.....	1 and 2	Upperclass
Ps 11-12	Psychometrics.....	1 and 2	Upperclass
Ps 13-14	Theory and Advanced Psy- chology.....	1 and 2	Upperclass
Ps 15-16	Psychological Laboratory..	1 and 2	Upperclass
SOCIOLOGY			
S 1-2	General Sociology.....	1 and 2	Upperclass
S 3-4	Social Institutions.....	1 and 2	Upperclass
S 5-6	Social Pathology.....	1 and 2	Upperclass
S 7-8	Criminology.....	1 and 2	Upperclass
S 9-10	Penology.....	1 and 2	Upperclass
S 11-12	Social Anthropology.....	1 and 2	Upperclass
S 13-14	The Family.....	1 and 2	Upperclass
S 15	Population Problems.....	1	Upperclass
S 16	Trends in Contemporary Society.....	2	Upperclass
S 17-18	Sociology of Religion.....	1 and 2	Upperclass
S 19-20	Vocational Study in Socio- logy.....	1 and 2	Upperclass
S 21-22	Urban Sociology.....	1 and 2	Upperclass
S 23-24	Pro-Seminar in Sociology..	1 and 2	Upperclass
S 25-26	Seminar in Sociology.....	1 and 2	Upperclass
UNCLASSIFIED			
U 9-10	Legal Aspects of Business..	1 and 2	Upperclass
U 21-22	Law of Contracts.....	1 and 2	Freshman
U 27	Contracts.....	1	Upperclass
	Theses.....	1 and 2	Upperclass

NORTHEASTERN UNIVERSITY

DAY DIVISION

Directory of Students
for the School Year 1934-1935

FRESHMEN

NAME	HOME ADDRESS
Abbott, Edmund Livingston	Auburn, Maine
Akers, Guy L., Jr.	Weston
Albano, Alfonso A.	Springfield
Albee, Burton H.	West Roxbury
Algco, John T.	Concord
Alla, Francis Vincent	Medford
Anderson, Arthur Leonard	North Easton
Andrew, James William	Fitchburg
Antonelli, Pasquale	Boston
Arduini, Nando Albert	White River Junction, Vermont
Atwood, Frank William	Terryville, Connecticut
Austin, Robert O.	Orleans, Vermont
Baker, Arthur George	Adams
Baker, Robert Steward	Cos Cob, Connecticut
Ball, Joseph M.	Brookline
Barbera, Raymond T.	Boston
Beaton, Roy Howard	Stoughton
Bennekom, Carl	Arlington
Berzof, Harold	Dorchester
Birchall, Robert Edward	Dedham
Bliss, Zenas Wordsworth	Wakefield
Borkstrom, Eric Irving	Valley Cottage, New York
Bowler, Lowell Woodson	Winchester
Boyd, James Nelson, Jr.	Roxbury
Bradley, Russell Dexter	Cambridge
Brebner, James Walter	Jamaica Plain
Brimicombe, Herbert Joseph	North Grafton
Bronson, George E.	Rockaway, New Jersey
Brooks, Lorimer Page	North Dana
Brown, Earle B.	Everett
Brown, James Everett	North Haven, Maine
Brown, Robert Hollander	Winthrop
Browne, Paul C.	Boston
Brownlie, George	Beverly Farms
Brudzynski, Alfred J.	Salem
Budgell, Melvin Ellis	Newton Highlands
Burns, Richard Healey	Lynn
Burt, Carleton	West Hartford, Connecticut
Butterworth, William Fox	Quincy
Camara, John Leo	Oak Bluffs
Carbone, Mariano R.	Somerville
Carlson, Gustav Borger	Newton Centre
Caroselli, William V., Jr.	Dedham
Carr, Gerald Frederick	Bath, Maine
Carver, William Russell	Newburyport
Cerullo, Ciro A.	Medford

NAME	HOME ADDRESS
Chadbourne, Danville	<i>Brownville Junction, Maine</i>
Chase, Marcel Emery	<i>Brighton</i>
Cheney, Raymond Prescott, Jr.	<i>Saugus</i>
Chiarappa, Richard Joseph	<i>Middletown, Connecticut</i>
Christie, Roy Stanley	<i>Somerville</i>
Clancy, Joseph F.	<i>West Roxbury</i>
Clark, Charles C.	<i>Fort Devens</i>
Cleaves, Royal Lewis	<i>Augusta, Maine</i>
Clement, Philip Harmon	<i>Dover-Foxcroft, Maine</i>
Cleveland, Norman B.	<i>Beverly</i>
Cline, Penneth Melvin	<i>Roxbury</i>
Cochrane, Russell L.	<i>Richmondville, New York</i>
Coghlan, Frank D.	<i>Dorchester</i>
Conahay, John Marcy	<i>Boston</i>
Conlan, Emmett P.	<i>Attleboro</i>
Contardo, Anthony	<i>Boston</i>
Cook, James A.	<i>Allston</i>
Cooney, Daniel Joseph	<i>Brookline</i>
Corcoran, Thomas Charles	<i>Ballston Spa, New York</i>
Corcoran, William Joseph	<i>Brighton</i>
Cornelissen, Richard F.	<i>Dorchester</i>
Crawford, Gordon Betts	<i>Ballston Spa, New York</i>
Cromwell, John F.	<i>West Roxbury</i>
Crosby, Gardner	<i>Wollaston</i>
Cunningham, Gerald Frank	<i>Haverhill</i>
Curran, Robert J.	<i>Littleton, New Hampshire</i>
Cutler, Horace Frank	<i>Malden</i>
Cuzner, Frank Crockett	<i>North Easton</i>
Cynkus, Anthony Walter	<i>Ipswich</i>
Dagle, Arthur Francis	<i>Dorchester</i>
Danforth, Paul C.	<i>Danvers</i>
Daulton, Ernest Nelson, Jr.	<i>Fitchburg</i>
Davis, Arnold Blake	<i>Newtonville</i>
Davis, Arthur Philip	<i>York Village, Maine</i>
Deary, Charles H., Jr.	<i>Lynn</i>
Decatur, Carleton C.	<i>Berwick, Maine</i>
Decatur, Irving C., Jr.	<i>Malden</i>
Deibert, Clarence R.	<i>Valley View, Pennsylvania</i>
Dell, Maurice	<i>Chelsea</i>
Denly, Roland M.	<i>Brockton</i>
DeRoeck, Francis Richard	<i>Dorchester</i>
DiCicco, Minotti P.	<i>Concord</i>
Dickinson, Robert H.	<i>Bridgewater, Connecticut</i>
Dole, Joel Roberts	<i>Danville, Vermont</i>
Dole, John Edward	<i>Dorchester</i>
Donovan, John Emmett	<i>Houlton, Maine</i>
Doucet, William Harry	<i>Dorchester</i>
Dow, John Chase	<i>Portland, Maine</i>
Drollett, Frank Wesley, Jr.	<i>South Braintree</i>
Duncklee, George Nelson	<i>Middleboro</i>
Dyer, Charles F.	<i>Melrose</i>
Eisenwinter, Charles Edward	<i>Watertown, Connecticut</i>
Elliott, Henry Fred	<i>Boston</i>
Fafel, Samuel	<i>Boston</i>
Falco, Gennaro	<i>Somerville</i>
Farren, James J.	<i>Mattapan</i>
Fay, Eldon T. Henry	<i>Watertown</i>

NAME	HOME ADDRESS
Feeley, James J.	<i>Danbury, Connecticut</i>
Feidt, William E.	<i>Millersburg, Pennsylvania</i>
Feldman, Morris	<i>Winchendon</i>
Ferguson, Donald Edward	<i>Gloucester</i>
Ferguson, Donald O.	<i>New London, Connecticut</i>
Ferris, Vincent James	<i>Fall River</i>
Fielding, Edmund Kevin	<i>Dorchester</i>
Fielding, Robert James, Jr.	<i>Brighton</i>
Fisher, Irving	<i>Allston</i>
Floyd, Malcolm	<i>Auburndale</i>
Flumcre, John Arthur	<i>Natick</i>
Forbes, George Franklin	<i>Arlington</i>
Forte, Jack A.	<i>Noroton Heights, Connecticut</i>
Fortin, Joseph A. Rene	<i>St. Johnsbury, Vermont</i>
Fosdick, Roger W.	<i>West Roxbury</i>
Freeman, Harry L.	<i>Roxbury</i>
Freid, Leon Ralph	<i>Chelsea</i>
Fulvi, Renato Joseph	<i>Mansfield</i>
Funicello, Joseph Thomas	<i>Utica, New York</i>
Galanopoulos, William P.	<i>Boston</i>
Gardner, Ralph Winston	<i>South Weymouth</i>
Gaudette, Rene Albert	<i>Marlboro</i>
Geer, Kenneth F.	<i>Chicopee Falls</i>
Gemelli, Joseph Charles	<i>Hanover</i>
Gibson, Arthur E.	<i>Dorchester</i>
Gibson, William Lord	<i>Newton</i>
Gile, Norman H.	<i>Braintree</i>
Giles, James Edward, Jr.	<i>Newburyport</i>
Gillotti, John Joseph	<i>Danbury, Connecticut</i>
Gilman, Arthur Eugene	<i>Newburyport</i>
Gilson, Harlan Eugene, Jr.	<i>Taunton</i>
Goldberg, George G.	<i>Dorchester</i>
Goldthwaite, Wendall Lombard, Jr.	<i>Everett</i>
Gramolini, Marco Andrew	<i>Roslindale</i>
Grant, Charles Elmer	<i>Sharon</i>
Grant, Charles T.	<i>Hyde Park</i>
Grant, Wesley Irwin	<i>Wakefield</i>
Grimaldi, Peter Joseph	<i>Brighton</i>
Grohman, Max	<i>Peabody</i>
Gurkowski, Frank Richard	<i>Worcester</i>
Hale, Edward F.	<i>Jamaica Plain</i>
Haley, James Francis	<i>Groton</i>
Hall, Joseph Bertram	<i>Augusta, Maine</i>
Hansen, Arthur Everett	<i>Bedford</i>
Harmon, Edward Arthur	<i>South Boston</i>
Harrington, Richard Clay	<i>Groton</i>
Hartwell, William Joseph	<i>Medford</i>
Hatch, Henry Brainerd	<i>East Boston</i>
Henry, James J.	<i>Cohasset</i>
Higgins, Joseph	<i>Revere</i>
Hintsa, Oiva Edward	<i>Maynard</i>
Holden, Charles C., Jr.	<i>Belmont</i>
Holinko, Frank	<i>Bridgeport, Connecticut</i>
Holmes, Robert Joseph	<i>Belmont</i>
Howe, Arthur Lombard	<i>New Bedford</i>
Hucksam, Robert W.	<i>West Roxbury</i>
Huff, Dean H.	<i>McLean, New York</i>

NAME	HOME ADDRESS
Hunt, Charles Gardner, Jr.	Newton Centre
Hunter, Arthur Donald	Arlington
Irwin, Richard	Pownal, Vermont
Jacobs, Donald Lawrence	Wintthrop
Jacobs, Leland R.	Owego, New York
James, Arnold B.	Malden
Jason, Robert Eugene	Cobasset
Joslin, Grant William	Arlington
Joslyn, Clyde Frederic, Jr.	Waltham
Kane, John E.	Holyoke
Keating, William H., Jr.	Roslindale
Keen, Frank David, Jr.	Braintree
Keep, Philip Richard	Rangeley, Maine
Kemp, Robert Ingalls	Walpole
Kenney, James J.	Dorchester
Kenney, Thomas Francis	Boston
Keyes, Fenton George	Waltham
Klayman, David	Mattapan
Klyman, Leo	Boston
Kolstad, Charles K.	Rochester, New York
Kotapka, Stanley	Kenmore, New York
Krystyan, Karol J.	East Boston
Kudravetz, Michael	Norwich, Connecticut
Kulbanski, John	Ludlow
Kulch, William S.	Chelsea
Ladd, Walter Irwin	North Bangor, New York
Laine, Reino	East Weymouth
Lalicata, Salvatore F.	East Boston
Lambert, Alfred E.	West Roxbury
Lambert, Charles Edgar	West Hartford, Connecticut
Landall, Alden Philip	Lynn
Landwehr, Edward Carl	New Britain, Connecticut
LaRosa, Salvatore	East Boston
Laskaris, Nicholas	Peabody
Lavache, Francis Walter	Plymouth
Leck, George Clarence	Saugus
Leighton, Burritt Fuller	Brockton
Lente, Allen Roderick	Brownville Junction, Maine
Leonard, John G.	Lynn
Lippincott, Leander Howard	Middletown, Connecticut
Long, Thomas	Dorchester
Longley, Miner Rich	Lynn
Lorusso, Antonio James	East Walpole
Lovering, Ralph Rutledge	Medford
Lowry, David Francis	Boston
Luce, Francis P., 2nd	Vineyard Haven
Lusis, Frank Adam	Dorchester
Lynch, Daniel M.	Brookline
MacDonald, William D.	Hingham
MacFarland, Edward Archer	Dover
MacKerrow, Horace G.	Boston
MacRaw, Austin D., Jr.	Concord
Maloney, Hugh Thomas	Watertown
Maling, Henry Forbes, Jr.	Arlington Heights
Manamon, Lloyd H.	Wareham
Mandeville, Elmer	Saugus
Manness, Hebard Linn	Newton Centre

NAME	HOME ADDRESS
Manning, John Hynes	Newton
Martensen, Arthur O.	Everett
Mason, Roger Sherman	Watertown
Matheson, Frederick	Somerville
Mathews, Edgar Pierce	Natick
Maybury, Richard D.	Saco, Maine
Mearls, Harold William	Watertown
Meehan, Frank Hudson	Belmont
Meeker, Jack Allen	Saugus
Mello, William Travers	Cambridge
Meltzer, Jack	Portland, Maine
Metanias, James J.	Boston
Metherall, John F., Jr.	Wollaston
Metrick, Frederic Michael	South Boston
Milewski, Chester Anthony	East Hartford, Connecticut
Miller, Harry	Dorchester
Millett, Charles Eugene	Pittsfield
Minichiello, Arthur F.	East Boston
Mitchell, Joseph D., Jr.	Winthrop
Mollica, Robert D.	Belmont
Moody, George Fallows, Jr.	Swampscott
Mooers, Philip Cole	Methuen
Morrison, Harry Austin	East Natick
Mueller, Walter William	Stoughton
Mulak, Stephen J.	Hazardville, Connecticut
Murchie, Alliston	Hodgdon, Maine
Murphy, James Francis	Dorchester
Murray, Glenn Joseph	Gardner
McCauley, James E.	Quincy
McCurdy, Leslie	Bronxville, New York
McDonald, Ralph Charles	East Boston
McDonald, Roger Grant	Portland, Maine
McGrath, William Anthony	Adams
McGurl, Eugene Francis	Arlington
McKenzie, Bertram Edward	Dorchester
McLatchy, Allen Hill, Jr.	Woburn
McPhail, George Ernest, Jr.	Byfield
Nemeikstis, Joseph J.	Cambridge
Newton, Robert Gould	Sharon
Nicolosi, Sebastian Joseph	Lawrence
Niederhauser, Harry Rudolf	Roslindale
Nilsen, Lornts Bernard, Jr.	New Bedford
Norinkavich, John Joseph	Lowell
Nowosielski, Alfred	East Boston
Noyes, Charles Dummer	Newburyport
Nychay, Joseph Yaroslav	Mattapan
O'Connor, Joseph James	Lynn
O'Hehir, John Patrick	Brighton
Oliva, Fred J.	Winchendon
O'Neal, Walter Myron	Milton
O'Neill, Harry Thomas, Jr.	Taunton
Opp, Richard Dana, Jr.	Newton Centre
Otto, Paul Newton	Watertown
Pacini, Attilio	Roxbury
Palmer, Mark A., Jr.	Graniteville
Pappas, Marcos John	East Dedham
Park, Robert Lothrop	South Weymouth

NAME	HOME ADDRESS
Parker, Stanley G.	Wellesley Hills
Pater, Alexander John	Lowell
Peeke, Ernest Courtney	Newburyport
Perkins, Leston Wentworth	Hampton, New Hampshire
Perron, Bernard	Salem
Perry, Elmer J.	Melrose
Petraske, William Charles	Gloversville, New York
Phillips, Howard Guy	Hoosick Falls, New York
Piasta, John	Webster
Pickering, George Douglas	Dorchester
Piekarski, Joseph B.	Rolsindale
Piotrowski, Henry J.	South Boston
Pitcher, Kilburn Fox	Brookline
Pittendreigh, W. Wallace	New Bedford
Pollard, Lewis William	Dorchester
Polley, Robert Webster	Natick
Powell, James Thurston	West Somerville
Prezkop, Alfons Joseph	Easthampton
Pritchard, Henry Howard	Lexington
Provencher, Robert D.	Somerville
Pugacz, Myron	Easthampton
Putzel, Daniel Jacob, Jr.	Hamden, Connecticut
Quigley, Robert Louis	West Newton
Ramsay, Frank Murray, Jr.	Belmont
Randall, Floyd Arthur	North Berwick, Maine
Randall, Frank Paul	Saugus
Ray, Walter W.	Swampscott
Reece, Robert Lewis	Hingham
Reed, James Grant	Lake Placid, New York
Richardson, Lester A.	Lynn
Ricker, Millard O'neal	Harrisburg, Pennsylvania
Riford, Charles P.	East Bethel, Vermont
Rockett, Robert E., Jr.	Valley Stream, New York
Rollins, Ralph Williams, Jr.	Augusta, Maine
Ronzio, Joseph Vincent	Cambridge
Rook, Gustav, Jr.	Dorchester
Rorke, John William	Newton Lower Falls
Rosnov, Maxwell	Mattapan
Rowe, Frederick D.	Orange
Rusacow, Marshall Jack	Brockton
Russell, Robert W.	Newburyport
Sakamoto, Makoto	Dedham
Salamono, Charles F.	Wrentham
Sandler, Milton	Revere
Sanseverino, Frank J.	Boston
Sargent, Charles Francis, Jr.	Atlantic
Sarnow, Frank Werner	Arlington
Saunders, Lee MacIntosh, Jr.	Cambridge
Sawyer, Chester Richards, Jr.	Atlantic
Schroder, Charles Harold	West Hartford, Connecticut
Schueler, Martin John	Stamford, Connecticut
Schwelm, Frederick Charles	Somerville
Scott, George C.	Granby
Shaknites, Augustine J.	Boston
Shea, William J.	Cambridge
Sheehan, Eugene William	Rockland
Shields, Edward	East Jaffrey, New Hampshire

NAME	HOME ADDRESS
Shiers, Forrest John F.	Jamaica Plain
Sjostedt, John Mansfield	Watertown
Small, Rodman Tuttle	Harwich Centre
Smith, Chester Emerson	Cambridge
Smith, Clifford A., Jr.	Dedham
Smith, J. Lloyd, Jr.	Islington
Smith, Maynard Elliott	East Milton
Snyder, Walter Edward	Rhinebeck, New York
Spears, Richard Finlay	Brookline
Spidell, Emery Paul	Dorchester
Sproat, Herbert Buck	Newton
Stankus, Ignatius	Greenport, New York
Stapor, Francis Walter	Webster
Sterr, William Robert	Swampscott
Stevens, Clarence Wesley	North Quincy
Stevens, Milton Lewis	Great Barrington
Stickland, Walter Warren	Reading
Stockbridge, Willis Canfield	Maynard
Strom, Alnes B.	Concord, New Hampshire
Sullivan, Joseph Francis	Jamaica Plain
Swanson, Leslie	Quincy
Tagliaferro, Louis Rocco	Pittsfield
Taylor, Lucius Pearce, Jr.	Boston
Teele, Maurice Kendall	Vinalhaven, Maine
Ten Eyck, Robert Stanley	Utica, New York
Thomas, Walter Moreland	Melrose Highlands
Thompson, Almore Irving	Lunenburg
Tibbetts, Richard Charles	Wollaston
Tirrell, Clinton Willis	Provincetown
Todd, Forrest Randolph	Newburyport
Tolman, Lucius	South Acton
Torrance, Kenneth Rollic	Lake Placid, New York
Toscano, George Joseph	Lawrence
Trachtenberg, Sidney	East Haven, Connecticut
Tracy, Linwood Webster, Jr.	Boston
Traverse, George Vincent	Arlington
Tripp, George Clark	Springfield, Vermont
Troup, Richard Wallace	Quincy
Truesdell, Parker Severance	Shelburne Falls
Trumbull, George Rea, Jr.	Torrington, Connecticut
Vedow, Russell Anton	Wollaston
Vovos, George	Newburyport
Wain, Frederick, Jr.	North Billerica
Walk, Walter C.	Dorchester
Walker, Lincoln Russell	East Lynn
Walkey, Robert	South Hanson
Walsh, William	Arlington
Warner, Sam Merton	Wakefield
Warren, Richard D.	Lawrence
Washburn, George F., Jr.	Presque Isle, Maine
Watras, Joseph Lenard	Lebanon, Connecticut
Wentworth, Francis A.	Uxbridge
Wheeler, Dwight Eugene	Bristol, Connecticut
Wiley, Harold Irving	Roxbury
Wilkinson, Hugh West	Morristown, New Jersey
Willis, John Kennedy	West Haven, Connecticut
Wills, Richard James	Medfield

NAME	HOME ADDRESS
Wills, Wilfred Hugh	<i>Medfield</i>
Wilmarth, Albert Edward	<i>Attleboro</i>
Wilson, John Woodrow	<i>Quincy</i>
Winkley, Kenneth Langdon	<i>Wintthrop</i>
Wise, Louis William	<i>North Attleboro</i>
Wolff, Herbert Kenneth	<i>Allston</i>
Wolti, Arne John	<i>Lebanon, New Hampshire</i>
Wooding, Edwin Rae	<i>North Haven, Connecticut</i>
Worobel, John	<i>Hartford, Connecticut</i>
Wright, Justin Parker	<i>Springfield, Vermont</i>
Zolli, Basil Vincent	<i>Brighton</i>

UPPERCLASSMEN

NAME	CLASS	ADDRESS
Abbott, Andrew H.	1937	<i>South Weymouth</i>
Abbott, Charles C., Jr.	1938	<i>Auburn, Maine</i>
Abbott, Richard C.	1937	<i>Melrose</i>
Abbott, Walter D.	1936	<i>Winchester</i>
Abbott, Warner M.	1935	<i>South Weymouth</i>
Abbruzzese, Henry F.	1937	<i>Dorchester</i>
Abernethy, David F.	1935	<i>New Rochelle, New York</i>
Acone, Modestino J.	1936	<i>Boston</i>
Adam, Leslie H.	1936	<i>Wollaston</i>
Adamowicz, Charles	1935	<i>Cambridge</i>
Adams, Albert L.	1938	<i>Douglaston, L. I., New York</i>
Adams, John S.	1937	<i>Medford</i>
Adelson, Sidney	1937	<i>Revere</i>
Adley, Frank E.	1936	<i>Allston</i>
Agurkis, Walter	1938	<i>Allston</i>
Ahlquist, Arthur R.	1938	<i>Gloucester</i>
Aiello, Mario J.	1936	<i>Lawrence</i>
Aijala, John	1936	<i>Worcester</i>
Akers, Rodney A.	1938	<i>Concord</i>
Algeo, John T.	1938	<i>Concord</i>
Allen, Ernest E.	1937	<i>Barre</i>
Allen, Lloyd K.	1937	<i>Needham</i>
Allen, Lloyd M., Jr.	1935	<i>Medford</i>
Allen, Philip	1935	<i>South Hadley Falls</i>
Allen, Ralph H.	1937	<i>Meriden, Connecticut</i>
Allen, Ralph L.	1935	<i>Newtonville</i>
Almeida, Joseph R.	1935	<i>Ludlow</i>
Altieri, Vincent J.	1936	<i>New Haven, Connecticut</i>
Alvord, John R.	1937	<i>Melrose</i>
Ames, Stanley O.	1935	<i>Reading</i>
Amico, Salvatore F.	1936	<i>Boston</i>
Ampollini, Philip	1937	<i>Framingham</i>
Anderson, George M.	1936	<i>Marblehead</i>
Anderson, Maurice S.	1937	<i>Waltrham</i>
Anderson, Ronald F.	1935	<i>Boston</i>
Andrews, John W.	1935	<i>Rocky Hill, Connecticut</i>
Archer, Robert	1937	<i>Middleboro</i>
Aronovitz, Herbert I.	1935	<i>Chelsea</i>
Aronson, Melvin O.	1935	<i>Newton</i>
Arvedon, Arthur R.	1937	<i>Roxbury</i>
Atwood, Robert E.	1935	<i>Brockton</i>

NAME	CLASS	HOME ADDRESS
August, Irving E.	1937	Manchester, Connecticut
Augustine, Albert J.	1935	Bridgewater
Avanzino, Paul	1937	Watertown
Avery, Durward R.	1937	Keene, New Hampshire
Axelson, Carl A.	1936	Danvers
Babel, Paul V. R.	1938	Brighton
Bacon, Frederic S.	1936	Middletown, Connecticut
Baglione, Antonio	1936	Boston
Bakanauskas, Joseph	1935	Haverhill
Baker, Harry O., Jr.	1938	Boston
Ballentine, Alvah H.	1937	Topsfield
Balkan, Samuel A.	1936	Roxbury
Ball, Donald G.	1937	Boston
Ballard, Stanley C.	1935	Lexington
Balmer, Robert R., Jr.	1935	Salem
Barke, Richard G.	1938	Plymouth
Barletta, Nicola J.	1936	Roslindale
Barone, John	1938	New Haven, Connecticut
Baroni, Quento L.	1935	Higganum, Connecticut
Barrett, Joseph F.	1936	Norwood
Barron, Reginald A.	1935	Branford, Connecticut
Barry, Francis J.	1936	Malden
Bates, Ralph W.	1936	East Granby, Connecticut
Battles, Richard F.	1938	West Roxbury
Bavley, Harold	1935	Mattapan
Beal, E. Howard	1935	Whitman
Beal, Paul B.	1937	Brookline
Bean, Donald A.	1935	Newburyport
Beane, Carleton C.	1936	Braintree
Bearse, Maurice E.	1937	Millis
Bechermer, Herbert	1938	Lynn
Beck, Andrew C.	1937	St. Johnsbury, Vermont
Beede, Martin H.	1937	Lynn
Begg, George J.	1936	Beverly
Bellino, Amedio V.	1936	Scranton, Pennsylvania
Beloblosky, Michael	1937	Bridgeport, Connecticut
Bender, Max	1936	Mattapan
Benham, Frank A., Jr.	1938	Arlington
Benjamin, William H.	1938	Goshen, Connecticut
Bennett, George T.	1937	Newton Upper Falls
Bennett, Morris C.	1935	Cambridge
Bennett, Richard H.	1936	Cambridge
Benotti, Alfred	1935	Weston
Benson, Clarence	1935	Roslindale
Benson, John A.	1936	Dedham
Benson, Nils P. A.	1935	Milford
Benson, Ralph G.	1938	Roslindale
Bentley, Miles H., Jr.	1938	Roxbury
Beretta, Francis F., Jr.	1938	Proctor, Vermont
Bergamini, Charles E.	1937	West Roxbury
Bergmann, George L.	1936	East Hampton
Bergstrom, Richard G.	1936	Lynn
Berkall, Benjamin A.	1935	Dorchester
Berly, Irwin C.	1935	Roxbury
Bertocci, Salvatore	1938	Somerville
Berube, Henry	1938	Riviere du Loup Sta., P.Q., Canada

NAME	CLASS	HOME ADDRESS
Besse, Gilbert L.	1938	<i>Plymouth</i>
Bessey, George S.	1935	<i>Danvers</i>
Betts, Robert E.	1938	<i>Belmont</i>
Bialek, John S.	1938	<i>Ipswich</i>
Bialkowski, Henry J.	1938	<i>Salem</i>
Bickelman, Abraham	1938	<i>Mattapan</i>
Bielan, Joseph E.	1937	<i>Worcester</i>
Bignis, Andrew A.	1938	<i>Waltham</i>
Bik, Stephen	1937	<i>Taunton</i>
Bing, William A.	1937	<i>Amsterdam, New York</i>
Bishop, Lawrence D.	1935	<i>Saratoga Springs, New York</i>
Bishop, Richard K.	1938	<i>Northampton</i>
Black, Harry R.	1937	<i>South Hanson</i>
Blackburn, Clarence A.	1938	<i>Belleville, Ontario, Canada</i>
Blaisdell, Bruce D.	1935	<i>Boston</i>
Blake, Chester J.	1936	<i>Oakland, Maine</i>
Blake, Vincent F.	1938	<i>Woburn</i>
Blanchard, Daniel T.	1935	<i>Whitman</i>
Blood, Albert S.	1938	<i>Walpole</i>
Bloom, Alan M.	1935	<i>Roslindale</i>
Bloomfield, Sidney R.	1937	<i>Winthrop</i>
Blumenthal, Irving R.	1935	<i>Dedham</i>
Boch, Alfred L.	1937	<i>Boston</i>
Bocon, Stanley	1935	<i>Ludlow</i>
Bodio, Henry L.	1938	<i>Roslindale</i>
Bodnar, John	1938	<i>Bridgeport, Connecticut</i>
Bogdanowicz, Walter A.	1937	<i>Gardner</i>
Bohn, Victor O.	1936	<i>Boston</i>
Boise, Nathan A.	1937	<i>Dorchester</i>
Bolton, Elmer G.	1936	<i>Allston</i>
Bombl, Walter M.	1938	<i>Nashua, New Hampshire</i>
Bomil, John J.	1938	<i>Collinsville</i>
Bonanno, Alfred D.	1936	<i>Lawrence</i>
Bonanno, Dominic G.	1935	<i>Lawrence</i>
Boncoddo, Nicholas F.	1938	<i>Watertown</i>
Bonnyman, Harold R.	1938	<i>Bridgeport, Connecticut</i>
Borman, Alvah K.	1936	<i>Roslindale</i>
Bourque, David F.	1936	<i>Amesbury</i>
Bowen, Charles W.	1936	<i>Gloucester</i>
Bower, Edward I.	1936	<i>Amesbury</i>
Bower, Robert C.	1936	<i>Auburn, Maine</i>
Bowker, Clifford A.	1937	<i>North Sudbury</i>
Bowman, Stanley B.	1937	<i>Rockland</i>
Bowmar, Henry C.	1936	<i>Canton</i>
Boyle, Martin J.	1935	<i>Malden</i>
Branzburg, Louis	1935	<i>Brooklyn, New York</i>
Brittain, Harvey S.	1938	<i>Springfield</i>
Brodsky, Harry	1938	<i>Chelsea</i>
Brooks, Charles P., Jr.	1937	<i>Melrose</i>
Brosius, Nicholas W.	1935	<i>Berlin, New Hampshire</i>
Brown, Alfred K.	1937	<i>Waban</i>
Brown, Charles R.	1935	<i>Taunton</i>
Brown, Kirkwood B.	1936	<i>Waban</i>
Brudzynski, Edwin T.	1936	<i>Salem</i>
Bruns, Sumner B.	1935	<i>Somerville</i>
Bryan, Charles F.	1935	<i>Canton</i>
Buckley, John E.	1937	<i>Lynn</i>

NAME	CLASS	HOME ADDRESS
Budneffsky, Max S.	1936	Chelsea
Buell, Robert E.	1937	Newton
Bull, Paul L.	1937	Lexington
Bunker, Kenneth H.	1936	Dover, New Hampshire
Burger, Philetus G.	1935	Staatsburg, New York
Burke, Dimitre J.	1935	West Springfield
Burstein, Hyman	1936	Chelsea
Burzyk, Edward F.	1938	Dorchester
Busconi, Anthony J.	1937	Hopkinton
Butler, Richard K.	1936	Swampscott
Buttrick, Leon W.	1936	Melrose
Buzzee, Milo H.	1935	Easthampton
Bynoe, Victor C.	1938	Roxbury
Byrnes, Alfred J.	1938	Newburyport
Cabot, Walter K.	1937	Upper Montclair, New Jersey
Cadigan, Joseph W.	1938	Boston
Cadigan, Neil F.	1938	Medford
Cadogan, John B.	1938	Revere
Cahalan, Edward T.	1935	Lee
Cahoon, Kenneth D.	1936	Wollaston
Calabrese, Joseph L.	1938	Swampscott
Calder, John	1937	Barrington
Calkins, Franklin W.	1937	Abington
Callahan, Daniel D.	1938	Arlington
Callahan, Robert J.	1935	Milton
Camerlengo, John M.	1935	Cambridge
Campbell, Henry	1938	South Boston
Campbell, Stuart S.	1936	Roslindale
Canfield, Rodney B.	1935	Bristol, Connecticut
Cann, Jesse C.	1937	East Boston
Canney, Charles G.	1938	Ipswich
Capone, Louis L.	1935	Winchester
Caputo, Peter	1936	Waterbury, Connecticut
Carakatsanos, John M.	1935	Melrose
Cardozo, Harry H.	1935	Woburn
Carleton, Harvey W.	1938	East Bridgewater
Carlin, James R.	1936	Salem
Carlson, Harry A.	1935	Lynn
Carlson, Helge I.	1935	Worcester
Carmichael, Harold A.	1938	Duluth, Minnesota
Carney, Thomas J.	1937	Somerville
Carosella, Anthony	1937	Roslindale
Carpenter, Robert W.	1937	Milton
Carr, Frank L.	1937	Lowell
Carroll, Robert B.	1935	Randolph
Caruso, Joseph J.	1938	Boston
Caruso, Lawrence	1937	Watertown
Caruso, Luigi	1935	Newton Centre
Case, Raymond J.	1937	Auburndale
Cassola, Charles A.	1937	Haverhill
Caswell, Henry M., Jr.	1938	Dorchester
Caton, Alfred D.	1936	Weymouth
Cattley, Henry R.	1935	Melrose
Cavaliere, Alfonso M.	1937	New Haven, Connecticut
Censullo, John F.	1936	Somerville
Cerda, Arthur L.	1937	Middleboro
Chamberlin, Charles L.	1938	Poughkeepsie, New York

NAME	CLASS	HOME ADDRESS
Chambers, William H.	1938	<i>East Dedham</i>
Chapin, Edward N.	1936	<i>Chicopee</i>
Chaplick, Adolph M.	1937	<i>Nashua, New Hampshire</i>
Chaplin, Norman B.	1937	<i>South Weymouth</i>
Chapman, Duncan G., Jr.	1937	<i>South Lincoln</i>
Chapman, James F.	1937	<i>Revere</i>
Cheney, G. Luther	1937	<i>Medfield</i>
Child, Kilburn L.	1936	<i>Boston</i>
Chipman, John F.	1938	<i>South Weymouth</i>
Chludzinski, Felix J.	1937	<i>Dorchester</i>
Christlieb, Albert R.	1935	<i>Hyde Park, Florida</i>
Christopulos, Constantine	1937	<i>Brighton</i>
Chrusz, Joseph M.	1937	<i>Johnsonburg, New Jersey</i>
Ciacchio, Dominic P.	1937	<i>Dorchester</i>
Cicchetti, Alfred G.	1936	<i>Beverly</i>
Cifelli, Flaviano	1938	<i>Brockton</i>
Claffee, Robert A.	1935	<i>Newton Centre</i>
Clark, Ezekail L.	1937	<i>Roxbury</i>
Clark, Frank A.	1936	<i>Melrose</i>
Clark, Frank H.	1936	<i>Brighton</i>
Clark, Raymond W.	1935	<i>Gloucester</i>
Clark, Robert D.	1937	<i>Cambridge</i>
Clark, Vernon S.	1936	<i>Wenham</i>
Clendineng, Richard B.	1938	<i>Springfield</i>
Clifton, Herbert H.	1935	<i>Northford, Connecticut</i>
Clough, Lawrence M.	1936	<i>Milton</i>
Clouter, Homer	1937	<i>Marion</i>
Cobb, Harold E.	1937	<i>Abington</i>
Cochran, Robert L.	1937	<i>Newton</i>
Coffin, Elliott F.	1936	<i>Newton Centre</i>
Cohar, Shepard M.	1936	<i>Roxbury</i>
Colarusso, Michael J.	1938	<i>Somerville</i>
Cole, Alden C.	1938	<i>Whitman</i>
Cole, Warren E.	1938	<i>Spencer</i>
Coleman, Cedric F.	1938	<i>Whitman</i>
Collins, John H.	1935	<i>Dorchester</i>
Combie, Graham R.	1936	<i>Saugus</i>
Compton, William G.	1938	<i>Maynard</i>
Comtois, Arthur F.	1936	<i>Worcester</i>
Conant, David P.	1938	<i>Greenfield</i>
Condon, Joseph L.	1938	<i>Rockland</i>
Conner, Wendell B.	1935	<i>Lyndonville, Vermont</i>
Connery, William H.	1936	<i>Clinton</i>
Connolly, Robert J.	1938	<i>Watertown</i>
Conrad, Emerson S.	1937	<i>Mansfield</i>
Constas, Dennis C.	1937	<i>Roxbury</i>
Conway, Eugene F.	1937	<i>Hanson</i>
Cook, Adam M.	1938	<i>Lynn</i>
Cook, Francis S.	1937	<i>Medford</i>
Cooke, Stanley E.	1937	<i>Lynn</i>
Cookingham, Sterling H.	1936	<i>Staatsburg, New York</i>
Cooksey, Ralph C.	1938	<i>Marblehead</i>
Cookson, John W.	1936	<i>Needham</i>
Cooley, James, Jr.	1935	<i>Ludlow</i>
Coolidge, George R.	1935	<i>Framingham</i>
Cooper, Henry B.	1936	<i>Boston</i>
Corcoran, Frederick L.	1935	<i>Arlington</i>

NAME	CLASS	HOME ADDRESS
Corcoran, John A., Jr.	1938	Cambridge
Corcoran, John H.	1937	Cambridge
Corey, George	1936	Salem
Coronella, Francis S.	1938	Boston
Cosman, Ernest B.	1936	Malden
Coulouris, John W.	1938	Arlington
Coulton, Gordon S.	1935	Boston
Counsell, Merrick, Jr.	1938	St. Johnsbury, Vermont
Countway, Lewis E.	1937	Quincy
Coury, Alfred D.	1935	New Bedford
Cox, Robert B.	1936	Winchester
Craig, Roy H.	1935	Lynn
Crane, Matthew J.	1936	Brighton
Craven, Paul M.	1936	Boston
Cramer, Vincent A.	1935	Watertown
Creed, John J.	1937	South Boston
Crellin, Edward A.	1938	Rowley
Crescenzo, Francis	1938	Springfield
Crooks, Arthur B.	1936	Revere
Crosby, Fred R.	1937	Hyde Park
Crossley, Edmund G., Jr.	1938	North Abington
Croudis, Bernard W.	1936	Yarmouth, Maine
Crump, Raymond T.	1937	Roslindale
Cruz, Salviano	1938	Stonington, Connecticut
Cudihiy, Edward J.	1935	Marblehead
Cummings, Timothy E.	1938	Dorchester
Curcio, Anthony P.	1938	Greenwich, Connecticut
Curran, John R.	1937	Wollaston
Curran, Kenneth E.	1937	Littleton, New Hampshire
Curran, Gerald W.	1935	North Andover
Curran, Robert A.	1938	West Roxbury
Currier, Edwin W.	1937	Medford
Currier, Harlan W.	1937	East Milton
Currier, Norman L.	1937	Haverhill
Curry, Robert W.	1936	Melrose
Curtin, Francis W.	1936	Lynn
Cushman, Warren H.	1938	Boston
Cussen, Vincent I.	1938	Boston
Cutler, Leonard B.	1936	Boston
Cutler, Walter C.	1936	Medford
Daggett, Eugene	1938	Marion
Dahlborg, John E.	1937	Brockton
D'Alessandro, Elmer A.	1937	Bradford
Dallas, James L.	1936	Beverly
Dalton, Walter H.	1937	Belmont
Daly, Albert J.	1936	Somerville
Daly, John A.	1935	Everett
Damassa, Frank	1938	Aliquippa, Pennsylvania
Dana, Benton P.	1936	Lynn
Dancewicz, Edward L.	1935	Lynn
Danforth, George L.	1936	Danvers
Danforth, Marshall S.	1938	West Rindge, New Hampshire
Daniels, William A.	1936	Salem
D'Antuono, Joseph N.	1938	Boston
Datz, Jacob	1937	Mattapan
Davenport, Herbert R.	1937	Fall River
Davenport, Richard C.	1936	New Bedford

NAME	CLASS	HOME ADDRESS
Davidson, John E.	1936	<i>Salem</i>
Davidson, Warren E.	1938	<i>Temple, New Hampshire</i>
Davis, Albert P.	1935	<i>Needham</i>
Davis, Austin E.	1938	<i>Gloucester</i>
Davis, Alfred W.	1936	<i>Canton</i>
Davis, Charles	1936	<i>Paterson, New Jersey</i>
Davis, George E.	1937	<i>Dorchester</i>
Davis, Howard W.	1935	<i>Lynn</i>
Davis, Kenneth E.	1936	<i>West Medford</i>
Davis, Robert G.	1935	<i>Newton</i>
Day, Alfred V.	1935	<i>Dorchester</i>
Day, Edward J.	1936	<i>Allston</i>
Day, Russell B.	1935	<i>Springfield</i>
Dean, George H.	1937	<i>South Lincoln</i>
Deane, Archie L.	1938	<i>Brookline</i>
Dearborn, Joseph	1935	<i>Boston</i>
deBoer, Gerard W.	1938	<i>Middleboro</i>
DeFranco, Joseph	1936	<i>Boston</i>
Degan, John J.	1937	<i>South Boston</i>
Delaney, James B., Jr.	1938	<i>Natick</i>
Delano, Maurice F., Jr.	1938	<i>Dedham</i>
Delforge, Florimond A.	1935	<i>Haverhill</i>
D'Elia, Ralph F.	1937	<i>Medford</i>
Delp, Samuel D.	1935	<i>Coxsackie, New York</i>
deLuccia, Charles A.	1938	<i>Everett</i>
DeMichele, John J.	1937	<i>Newton Upper Falls</i>
Denbroeder, Russell A.	1935	<i>South Weymouth</i>
Denison, James H.	1937	<i>Durant, Oklahoma</i>
Denton, James F.	1935	<i>West Concord</i>
Denzler, Walter	1936	<i>Jamaica Plain</i>
Derry, Jasper, Jr.	1938	<i>Medford</i>
DeSerio, James N.	1935	<i>Baldwinsville, New York</i>
Desmone, Charles J.	1937	<i>Bridgeport, Connecticut</i>
DeStefano, Michael	1935	<i>West Roxbury</i>
DeStefano, Ralph J.	1936	<i>West Roxbury</i>
DeVeber, Leverett H.	1938	<i>Newburyport</i>
Diamondstone, Walter J.	1938	<i>Brookline</i>
DiCaprio, Luca	1936	<i>Bridgeport, Connecticut</i>
DiCicco, Tripoli J.	1938	<i>Concord</i>
Dickinson, Albert	1938	<i>Bridgewater, Connecticut</i>
Dickson, Walter F.	1938	<i>Arlington</i>
DiLorenzo, Carmine	1938	<i>East Boston</i>
Dingwell, William E.	1936	<i>Milton</i>
DiNostri, Anthony A.	1938	<i>New Haven, Connecticut</i>
DiNunzio, Raphael P.	1937	<i>Cambridge</i>
Dobson, Walter H.	1938	<i>Paterson, New Jersey</i>
Dodge, Earl B.	1938	<i>Rowley</i>
Dodge, Hugh W.	1938	<i>Cambridge</i>
Doggett, Roger H.	1937	<i>Watertown</i>
Doherty, Francis D.	1935	<i>Groton, Connecticut</i>
Dolan, Ellsworth W.	1935	<i>North Weymouth</i>
Dolan, James L.	1936	<i>Lynn</i>
Donati, Emanuel T.	1938	<i>Everett</i>
Dondero, Mark J.	1935	<i>Medford</i>
Donnelly, Charles J.	1935	<i>New Bedford</i>
Donohue, Francis R.	1936	<i>Brookline</i>
Donohue, John J.	1937	<i>Milton</i>

NAME	CLASS	HOME ADDRESS
Doran, Albert J., Jr.	1938	Cambridge
Dovi, Anthony C.	1938	Boston
Dow, Benjamin C.	1936	Somerville
Downey, Arthur A.	1937	Roxbury
Downing, Francis J.	1937	Dorchester
Drake, Edward P.	1935	West Lebanon, New Hampshire
Draper, Harold E.	1935	Wayland
Driscoll, Edward G.	1937	Haverhill
Driscoll, Joseph P.	1936	Watertown
Drummond, Norman C.	1937	Newton
Dudley, Alden W.	1935	Swampscott
Dungan, Francis B.	1938	Hartford, Connecticut
Dunning, Richard L.	1935	Greenwich, New York
Dunston, Hubert W.	1936	Watertown
Dupuis, Lucien C.	1937	Pittsfield
Dutra, Francis H.	1935	Middletown, Rhode Island
Dwyer, Arthur S.	1938	Dorchester
Dwyer, Russell N.	1938	Jamaica Plain
Dyer, William	1936	South Braintree
Eames, Eliot N.	1938	Arlington
Easton, Ivan	1938	Pigeon Cove
Eckert, Jason C.	1936	Poughkeepsie, New York
Edwards, Russell G.	1935	Somerville
Eibye, John	1936	Everett
Eldredge, Everett C.	1936	Everett
Elger, John G.	1936	Williamansett
Elkerton, Alan C.	1935	West Roxbury
Elliott, Henry F.	1938	Boston
Elliott, Robert E.	1937	Topsfield
Ellis, David L.	1936	Melrose
Ellis, George S.	1937	Winthrop
Ellis, Richard H.	1937	Norwood
Emerson, Leon C.	1935	Framingham
Emerson, Randolph W.	1938	Rowley
Emerson, Thayer M.	1935	West Roxbury
Emerton, John F.	1938	Islington
Emery, Franklin C.	1938	Portland, Maine
Emery, Frank P.	1937	Lynn
Emmette, Lee W.	1937	Middletown, Connecticut
Engdahl, Eric A.	1936	Worcester
Engle, Robert W.	1936	Lakeside, Connecticut
Enser, Gilbert E.	1937	Broadalbin, New York
Epstein, Myer	1938	Everett
Epstein, William	1937	Salem
Erickson, Norman O.	1936	Newburyport
Ericsson, Eric O.	1936	Dedham
Esielonis, John J.	1937	Shirley
Estes, Lincoln S.	1936	Windsor
Evanaskas, Branislow A.	1936	East Setauket, New York
Evans, Donald B.	1935	Everett
Evans, George E.	1936	Waltham
Evans, Lloyd S.	1936	Everett
Everett, Donald S.	1935	Everett
Faelten, Edgar R.	1938	South Hanson
Fales, Forrest G.	1938	East Milton
Falkson, Robert M.	1937	Brighton
Falls, Warren H.	1938	Lynnfield

NAME	CLASS	HOME ADDRESS
Farber, Lynn C.	1937	Poland, New York
Farineau, Albert F.	1936	Malden
Farnum, Gleason	1938	East Boston
Farrell, William H.	1937	Bridgeport, Connecticut
Farrow, Hollis L.	1936	Lynn
Faunce, Neil B.	1935	North Abington
Fazioli, Everett M.	1937	Dedham
Feins, Daniel S.	1938	East Boston
Fekete, Rudolph	1935	Bridgeport, Connecticut
Fellman, Malcolm	1938	Newburyport
Fennell, Arthur R., Jr.	1938	Everett
Ferguson, Robert I.	1938	Adams
Fernekees, James E.	1937	West Roxbury
Ferry, Donald G.	1935	West Hartford, Connecticut
Fickers, Edmund J.	1935	Cambridge
Field, Carl	1938	Brookline
Field, Elroy A.	1938	Lowell
Field, George P., Jr.	1938	South Boston
Field, Wendell D.	1938	Lowell
Finn, John C.	1937	Lynn
Finos, Valentino R.	1938	New Haven, Connecticut
Firth, James A.	1938	Scarsdale, New York
Fish, Charles H.	1938	Waltham
Fisher, George	1938	Winthrop
Fisher, James A.	1938	Milton
Fisher, Nathan	1937	Mount Kisco, New York
Fiske, Benjamin M.	1936	Wakefield
Fiske, Frank H.	1937	Lowell
Flanagan, William	1938	Brookline
Flint, George W.	1937	Cobasset
Flumere, Emanuel A.	1937	Framingham
Flynn, Francis J.	1936	Taunton
Fogg, Robert E.	1938	Boston
Folsom, Seth A.	1936	Somerville
Ford, Edison H.	1938	Brookline
Forman, Sidney	1938	Dorchester
Foss, Frank E.	1935	Carlisle
Fossett, George A., Jr.	1938	Greenwood
Foster, Dan L.	1938	Waltham
Foster, Dwight D.	1938	Torrington, Connecticut
Fowler, Donald W.	1938	Newtonville
Fowler, Henry A.	1936	Saugus
Fradsham, Edward J.	1938	Quincy
Fraser, Alexander D.	1938	Milton
Fraser, Lincoln M.	1937	Milton
French, Donald H.	1936	Pomfret Centre, Connecticut
French, Edward L.	1937	Waltham
French, Irving E.	1936	Boston
Frenning, Carl J.	1935	Boston
Frissell, Clinton J.	1935	Hinsdale
Fryc, Robert A.	1936	Newton
Fullam, Harland O.	1938	Roslindale
Fuller, William J.	1938	East Pepperell
Furdon, Henry D.	1935	Newton
Fusco, Guido J.	1937	Boston
Gabb, William J.	1938	Hartford, Connecticut
Gaboriault, Norman A.	1938	Salem

NAME	CLASS	HOME ADDRESS
Gaffney, Francis J.	1935	Winchester
Gaffney, John D.	1936	Cambridge
Gaidosz, Daniel	1938	Derby, Connecticut
Galasso, Francis L.	1937	Monson
Gale, Howard E.	1936	Dorchester
Gallagher, Arthur H.	1937	Whitefield, New Hampshire
Gallagher, Herbert W.	1935	Newton
Gallagher, Paul E.	1938	Middleboro
Galper, Isadore	1935	Salem
Ganong, Warren L.	1937	Arlington
Ganzert, Frank H.	1938	Dorchester
Gardner, Robert E.	1938	Boston
Garland, Chesley F.	1938	Belmont
Garlick, William E.	1936	Dedham
Garnsey, Bruce N.	1938	Pleasantville, New York
Garrabrant, Ludlow S.	1936	West Nyack, New York
Gates, Charles W.	1935	Medford
Gaudette, Rene A.	1938	Marlboro
Gaunt, Nelson H.	1938	Salem
Gaviani, Joseph G.	1937	Roxbury
Gershman, Jacob B.	1937	Dorchester
Geyer, Bradford P.	1935	Brookline
Gibbs, Norman W.	1937	Circleville, New York
Giella, Mario	1937	Boston
Gifford, Allan F.	1937	Brockton
Gifford, Alliston M.	1935	Saugus
Gifford, Frank T.	1937	Norfolk Downs
Giglio, Victor R.	1935	Lawrence
Gilbert, Eugene C.	1935	Wareham
Gillis, John A.	1936	Woburn
Gilman, Alvah A.	1936	Waterville, Maine
Gilmore, Bruce	1938	Mattapan
Gilpatrick, Robert B.	1936	Needham
Gilson, Harlan E., Jr.	1938	Taunton
Gitelson, George	1937	Belmont
Gitelson, Samuel	1936	Belmont
Glaskin, Norman	1938	Mattapan
Glass, Arthur W.	1937	Lexington
Glover, Francis H.	1938	Roslindale
Goldberg, Myer N.	1936	Winthrop
Goldfarb, Isadore M.	1935	Hartford, Connecticut
Goldstein, Samuel	1935	Roxbury
Golemme, Manuel	1938	West Hanover
Gondek, Andrew W.	1937	Warren
Goodson, George W.	1938	Waterbury, Connecticut
Goodwin, Bertram F.	1937	Marblehead
Goodwin, Bertram R.	1938	Gloucester
Gordon, John H.	1936	Littleton
Gorse, James F.	1938	Lynn
Gorski, Walter	1935	Southville
Gounaris, Basil V.	1935	Watertown
Govoni, Edmund E.	1936	Somerville
Grace, Robert L.	1937	Boston
Grady, Joseph F.	1937	Roslindale
Grady, William A.	1936	Winchester
Graham, Alexander C.	1938	Woburn
Grandberg, Norman E.	1936	Brighton

NAME	CLASS	HOME ADDRESS
Grant, George H.	1937	Greenfield
Grant, Harvey E.	1937	Auburn, Maine
Grasewicz, Julian L.	1936	Medford
Grassi, Louis	1938	Revere
Grassie, Albert E.	1937	Cohasset
Gray, Herbert D., Jr.	1935	Rockport
Gray, Tyler W.	1938	Plattsburg, New York
Green, Malcolm	1937	Oakland Valley, New York
Green, Parker M.	1936	West Newton
Greenwood, Frank O.	1935	Topsfield
Gregory, Edwin B.	1936	Greenfield
Gregson, Robert L.	1936	Cambridge
Grelotti, Sereno G.	1936	Frammingham
Griffin, Francis J.	1935	Cambridge
Grodsky, Leslie	1937	Springfield
Gronlund, Oscar E.	1935	Putnam, Connecticut
Gross, Ervin E.	1936	Attleboro
Grove, Thomas C.	1938	Beverly
Gurske, Harry G.	1935	Bristol, Connecticut
Gustafson, Albert	1938	Malden
Guy, Donald	1937	Chelsea
Haas, Henry J.	1936	Roslindale
Hadley, Roger W.	1936	Needham
Haendler, Helmut M.	1935	Roslindale
Hagelston, Paul J. D.	1935	Boston
Hakanson, Allen H.	1937	Roslindale
Hakanson, Berthel H.	1938	Roslindale
Hall, Eugene A.	1936	Lynn
Hall, Fenner B.	1937	Simsbury, Connecticut
Hall, Harry A.	1935	Fall River
Hall, Robert A.	1935	Canton, New York
Hall, William H.	1938	Medford
Hallett, Kenneth T.	1936	Wellesley Hills
Halzel, George C.	1938	Dorchester
Hambrecht, Donald G.	1938	Medford
Hamill, John R.	1937	Quincy
Hamill, Paul J.	1935	Quincy
Hamlin, Percy C.	1937	Boston
Hammer, Ralph E.	1935	Lynn
Hancock, Chester F.	1937	North Attleboro
Hanna, Habeeb M.	1936	Boston
Hannan, Charles K.	1938	Woburn
Hanson, Kenneth F.	1937	Fairhaven
Hardwick, Richard H.	1938	Boston
Hardy, Henry K.	1938	Cochituate
Harrington, James J.	1937	Everett
Harrington, John J.	1937	Dorchester
Harris, Chester L.	1938	Hartford, Connecticut
Harris, George W.	1937	Attleboro
Harris, Samuel R.	1936	Brookline
Harris, Sydney P.	1936	Vineyard Haven
Hart, Edgar C.	1938	Hackettstown, New Jersey
Hart, Jacob C.	1938	Hackettstown, New Jersey
Hartwell, Stanley E.	1936	Greenfield
Harvey, Fred W.	1937	Quincy
Haskell, John L.	1936	Beverly
Haskell, Nelson J.	1935	South Paris, Maine

NAME	CLASS	HOME ADDRESS
Hatch, Lewis N.	1936	Wakefield
Hatch, Robert L.	1935	Ayer
Hatfield, Alvin C.	1938	Dorchester
Hautala, Tauno E.	1936	Quincy
Haverty, James J., Jr.	1938	Boston
Hayden, Clyde G.	1936	North Windham, Connecticut
Hayes, Joseph T.	1936	West Newton
Hayes, Vincent J.	1936	Salem
Hayes, Walter E.	1938	Natick
Healy, Elton F.	1936	Pawtucket, Rhode Island
Heerde, Richard A.	1936	West Roxbury
Heffelfinger, Delbert W.	1938	Indiana, Pennsylvania
Heider, Rudolph L.	1936	Methuen
Hemming, George T.	1936	Needham
Henderson, Ray	1938	Medford
Henderson, Robert L.	1936	Dover, New Hampshire
Henes, Charles	1937	Revere
Heney, Deeb G.	1935	Boston
Henry, A. Russell	1936	West Warwick, Rhode Island
Herbert, Paul M.	1935	Framingham
Herbst, Harry L.	1938	Watertown
Herder, Frederick C.	1935	Holyoke
Hermans, Carl E.	1935	Worcester
Hersam, George R.	1938	East Lynn
Heuser, Frederick W.	1936	Sharon
Heyl, Frederick C., Jr.	1938	Milton
Hibbard, Ralph G.	1935	Atlantic
Hibberd, Charles P.	1938	West Springfield
Higbee, C. Ellsworth	1938	Hyde Park
Hill, Joseph G.	1937	Norfolk
Hill, Philip	1937	Revere
Hill, Stanley T.	1937	Holbrook
Hill, Viljo F.	1936	Central Village, Connecticut
Hillman, Paul A.	1935	Barre
Hilton, Malcolm T.	1938	Newburyport
Hilton, Warren M.	1937	Newton Highlands
Himelstein, Chester L.	1937	Willimantic, Connecticut
Hirtle, Kenneth	1936	Quincy
Histen, Harry J., Jr.	1938	Quincy
Hodsdon, Albert E.	1935	Yarmouth, Maine
Hogarty, John J.	1937	Roslindale
Holbrook, Albert E.	1936	North Grafton
Holland, John E.	1938	Boston
Hollinshead, George F.	1935	Quincy
Holmes, Arthur N.	1935	Norton
Holton, Adolphus	1936	Norwood
Honchar, Andrew P.	1937	East Hartford, Connecticut
Hoot, Gregory C.	1936	Newport, Rhode Island
Horn, Daniel	1938	Rochester, New York
Horne, Parker A.	1937	Malden
Horzempa, Stanley	1936	North Monmouth, Maine
Hosmer, Hammond C.	1937	Arlington
Houghtaling, Oscar L.	1938	Cortland, New York
Howard, Leo L.	1937	Sangerville, Maine
Howard, William N.	1937	Belmont
Howe, Hartley O.	1937	Beverly
Howe, Hartwell G.	1935	Worcester

NAME	CLASS	HOME ADDRESS
Hoye, William J.	1938	Taunton
Hoyt, Dudley D.	1936	South Norwalk, Connecticut
Hoyt, Eugene L.	1938	Waltham
Hubbard, Alan W.	1937	Woburn
Hubley, Nathan C.	1937	Dorchester
Hughes, Frederick F.	1937	Lynn
Hughes, Harry L.	1937	Elbridge, New York
Humes, Robert W.	1937	Westboro
Humphrey, Neal V.	1938	Brewer, Maine
Hunt, Walter W.	1938	Malden
Hunter, Carroll D.	1936	Westboro
Hurley, Edward T.	1937	Boston
Hurley, Walter P.	1938	Salem
Huse, Lester C.	1935	Randolph, Vermont
Hutchins, Ellery H.	1935	Danvers
Hutchinson, William S.	1937	Boston
Hyman, Abraham A.	1937	Mt. Vernon, New York
Irving, Ralph F.	1935	Medford
Isaacsen, Henry N.	1937	North Raynham
Jachym, Adolph A.	1935	Westfield
Jackson, Edgar E.	1936	Brighton
Jackson, Russell L.	1936	Hartford, Connecticut
Jacobsen, Norman R.	1935	Arlington
Jacobson, Saul	1938	Somers, Connecticut
Jakimedes, George L.	1938	Brighton
Jameson, Frank G.	1936	East Milton
Jamieson, Norman S.	1936	Brookline
Jaynes, Walter H.	1935	Belmont
Jee, Albert R.	1935	Wilmington
Jenney, Willis A.	1937	South Portland, Maine
Jepsen, Robert N.	1937	West Newton
Jepson, George S.	1935	Lynn
Johnson, Bradford L.	1935	Dedham
Johnson, Carl A.	1937	Framingham
Johnson, Carl H. M.	1935	Lynn
Johnson, Franklin C.	1935	Portland, Maine
Johnson, Gordon H.	1937	Agawam
Johnson, Harry F.	1935	Dorchester
Johnson, K. Arthur	1938	Dedham
Johnson, Martin E.	1937	Everett
Johnson, Parker W.	1938	Arlington
Johnson, Roscoe W.	1935	Leominster
Johnson, Seth P.	1937	Hartford, Connecticut
Johnson, Walter C.	1938	Jamaica Plain
Johnson, William E.	1935	Jamestown, Rhode Island
Johnston, Arthur W.	1938	Wollaston
Johnston, Benjamin	1937	Salem
Johnston, Edgar S.	1935	Atlantic
Jones, August	1938	Mongaup Valley, New York
Jones, Edward F.	1937	Lowell
Jones, William F.	1938	Wethersfield, Connecticut
Jones, William H.	1937	Melrose
Jorolemon, Harold C.	1935	Rochester, New York
Juszkiewicz, Leo J.	1936	Somerville
Kallina, Carl T.	1937	Brookline
Kaplan, Harry	1938	Mattapan
Kaplan, Jacob	1937	Mattapan

NAME	CLASS	HOME ADDRESS
Kasper, Joseph A.	1936	<i>Brockton</i>
Kaulakis, Frank	1936	<i>Marlboro</i>
Kaye, Edward N.	1938	<i>North Quincy</i>
Keir, Kenneth D.	1937	<i>Everett</i>
Keith, Lyman A.	1938	<i>Bridgewater</i>
Keller, Jack	1936	<i>Mattapan</i>
Kelley, Charles M.	1935	<i>Revere</i>
Kelly, Leroy M.	1937	<i>Lawrence</i>
Kelly, William H.	1935	<i>Dorchester</i>
Kelly, William J.	1936	<i>Newburyport</i>
Kelsey, George W.	1937	<i>Pittsfield</i>
Kenally, Paul E.	1938	<i>Newton Centre</i>
Kendall, Irving W.	1935	<i>Stoughton</i>
Kennedy, John T.	1938	<i>Brighton</i>
Kenney, Chester A.	1936	<i>Westboro</i>
Kenney, Frank V., Jr.	1938	<i>Quincy</i>
Ketchen, Lawrence L.	1936	<i>Medford</i>
Kiernan, William W.	1938	<i>Marblehead</i>
Kihs, Francis J.	1936	<i>Roslindale</i>
Kimball, Lawrence W.	1938	<i>Bedford</i>
King, Matthew J.	1936	<i>Norwood</i>
Kirkland, Alexander	1936	<i>Boston</i>
Kirkland, Edward V.	1935	<i>Wollaston</i>
Kirkland, Warren S.	1937	<i>Wollaston</i>
Kisiel, Walter F.	1935	<i>Holyoke</i>
Kiszkas, Steven M.	1938	<i>Boston</i>
Kleemola, Wilho K.	1938	<i>Beverly</i>
Kline, James	1937	<i>Boston</i>
Knight, Edward B.	1938	<i>Bartlett, New Hampshire</i>
Knight, William A.	1938	<i>Newburyport</i>
Knoll, Helmut J.	1937	<i>East Dedham</i>
Knowlton, Francis	1938	<i>Natick</i>
Knowlton, Kenneth F.	1935	<i>Natick</i>
Knudson, Everett C.	1936	<i>Brookline</i>
Komich, Albert J.	1937	<i>South Boston</i>
Kop, Peter E.	1937	<i>Worcester</i>
Kouroyen, Ralph S.	1937	<i>Allston</i>
Kradin, Charles	1937	<i>Boston</i>
Kramer, Stanley W.	1935	<i>Port Washington, New York</i>
Krasnoselsky, John	1937	<i>Shelburne Falls</i>
Krikorian, Norman S.	1936	<i>Newburyport</i>
Kritzman, Saul A.	1936	<i>Dorchester</i>
Kruchas, Fred A.	1938	<i>Norwood</i>
Krukonis, Algerd W.	1938	<i>Cambridge</i>
Kuczek, Rudolph	1937	<i>Taunton</i>
Kulakofski, Alexander	1937	<i>Chelsea</i>
Kusssmaul, Charles C.	1937	<i>Dedham</i>
Lajoie, Louis J.	1935	<i>Whitman</i>
Lake, Roger J.	1938	<i>Milton</i>
L'Amoureux, Donald E.	1938	<i>Norton</i>
Landry, Walter J.	1936	<i>North Attleboro</i>
Laue, John S.	1937	<i>New York City</i>
Lang, Carleton	1938	<i>Brockton</i>
Langenfeld, John B.	1937	<i>Boston</i>
Lans, Ahti W.	1935	<i>Walpole</i>
Lauckner, Charles G.	1936	<i>East Lynn</i>
Laughton, John M.	1937	<i>Portland, Maine</i>

NAME	CLASS	HOME ADDRESS
Leach, Norman C.	1937	Peabody
Leavitt, Clayton E.	1936	Framingham
LeClerc, Horace G.	1937	Tuxedo Park, New York
Ledger, Walter J.	1937	Boston
Leeman, Stanley P.	1938	Lowell
LeMay, Carl F.	1937	Haverhill
Lenfest, Leslie W.	1937	Watertown
Lengel, Albert	1937	West Hartford, Connecticut
Lengevich, Joseph W.	1938	Boston
Lent, George K., Jr.	1938	West Roxbury
Leone, Antonio	1937	Brighton
Leonti, Patrick J.	1935	Boston
Lerer, Harold	1938	Lowell
Lesburg, Samuel	1936	Mattapan
Less, Harry	1935	Boston
Letourneau, Charles V.	1936	Hyde Park
Levy, Leo L.	1936	Rochester, New York
Lewis, Alfred H.	1935	Acushnet
Lewis, Earl R.	1935	Rutland, Vermont
Lewis, John E.	1936	West Somerville
Lewis, John W.	1936	South Easton
Lewis, Robert H.	1938	Belmont
Lincoln, Alfred H.	1937	Taunton
Lind, John M.	1935	Norwell
Linda, Arvey H.	1936	Roxbury
Lindbloom, John A.	1937	Beverly
Linscott, Frederick P.	1935	Waban
Lipson, Paul M.	1936	Pittsfield
Lloyd, Donald M.	1938	Fairhaven
Lloyd, Frederick N.	1935	Newburyport
Locke, Edward F.	1935	Canaan, Vermont
Locke, Richard M.	1935	Somerville
Locke, Warren C.	1938	Boston
Lockwood, Aaron L.	1938	West Newton
Lord, Kenneth M.	1936	Lynn
Love, Lawrence W.	1938	Framingham
Lowd, Ernest N.	1938	Amesbury
Luck, Harold	1938	Dorchester
Lund, Roger W.	1936	Saugus
Lyons, Thomas D.	1936	Wayland
MacDonald, Forrest F.	1936	Jamaica Plain
MacDonald, Robert W.	1935	Melrose
MacFawn, Warren	1938	Boston
MacKenzie, Alfred K.	1937	Boston
MacKenzie, Kenneth W.	1936	Reading
MacKenzie, William E.	1937	Melrose
Mackiernan, Donald W.	1937	Boston
MacLean, Norman	1937	Quincy
MacLean, Wallace K.	1936	Belmont
MacLeod, Donald D.	1938	Belmont
MacLeod, Donald H.	1935	Marlboro
MacLeod, Duncan W.	1936	Brookline
MacNulty, Victor M.	1935	Malden
Macomber, Kenneth N.	1936	Hudson
MacRae, Kenneth	1937	East Natick
MacSween, Kenneth D.	1936	South Hanson
Magee, Francis H.	1936	Greenwood

NAME	CLASS	HOME ADDRESS
Magnant, Lawrence C.	1937	North Quincy
Magoon, Herbert W.	1938	West Somerville
Maguire, Francis J.	1936	Stoneham
Maguire, Virgil D.	1935	New Britain, Connecticut
Mahaffy, Reid A.	1938	Argyle, New York
Mahakian, Harry J.	1937	Brookline
Mahoney, Francis	1938	Roslindale
Malaguti, Neno A.	1936	Wellesley Hills
Malatesta, Andrew C.	1936	Woburn
Marchant, Mason E.	1937	West Roxbury
Marchese, Joseph H.	1935	Middletown, Connecticut
Marlow, Leon F.	1938	Boston
Marshall, Alfred L.	1938	Melrose
Martensen, Arthur O.	1938	Everett
Martin, Arthur G.	1937	New York City
Martin, Frederick J.	1935	Saugus
Martin, Randolph J.	1938	Watertown
Martinson, John	1935	Concord
Mason, Lewis G.	1937	Southboro
Mason, Otto C.	1938	South Weymouth
Mather, George H.	1935	New London, Connecticut
Matonis, Joseph	1936	Haverhill
Matter, Roger E.	1935	Balboa, Canal Zone
Matthews, Robert W.	1935	Groveton, New Hampshire
Maxim, Charles O.	1936	Wakefield
Mayberry, Joseph S.	1937	Prides Crossing
Maynard, Arthur J.	1938	Roslindale
Maynard, Hamilton M.	1937	Fair Haven, Vermont
McAleer, Harold E.	1937	Lowell
McArthur, Donald	1936	North Attleboro
McAuliffe, Maurice F.	1937	Boston
McCann, Donald J.	1937	Newton Highlands
McCarthy, James S.	1937	Boston
McCuish, W. Francis	1935	Gloucester
McCusker, Joseph J.	1938	Lowell
McEleney, Edward P.	1935	Mattapan
McElhinney, George H.	1936	Watertown
McGann, Joseph C.	1937	Watertown
McGee, Edward J.	1938	Brookline
McGee, Hamilton E.	1935	Dorchester
McGovern, Francis E.	1936	Roslindale
McGuckian, Augustus P.	1936	Boston
McIntyre, William S.	1936	Milton
McKinney, Walter L.	1936	Hartford, Connecticut
McKinnon, Paul S.	1935	Boston
McNamara, Edward W.	1937	Dorchester
McRae, Albert H.	1938	Taunton
McRobert, William E.	1937	Natick
McWatters, Frederick S.	1935	Boston
Meadowcroft, Harry S.	1938	Andover
Means, Frederic C.	1937	Newton Centre
Meggison, Ernest J.	1938	Lynn
Mehlhorn, William W.	1936	Manchester, New Hampshire
Melenchuk, Samuel	1937	Chelsea
McIlville, Allen N.	1937	Quincy
Melzard, Douglas E.	1935	Swampscott
Meriam, Frank G.	1935	Melrose

NAME	CLASS	HOME ADDRESS
Merriam, Ellery C.	1937	Dorchester
Merrikin, Frederic	1936	Randolph
Merritt, Arthur C.	1937	Scituate
Messer, Earle A.	1935	Wakefield
Messer, Ernest A.	1936	Wakefield
Messer, Richard O.	1936	Wakefield
Messina, John	1935	Revere
Meszaros, Leslie J.	1935	New Haven, Connecticut
Metcalf, Harry F.	1936	Weld, Maine
Michelson, Bernard H.	1935	Lynn
Mickolus, Francis E.	1937	Lawrence
Middendorf, Eugene H.	1936	Binghamton, New York
Milbrandt, Gerhardt W.	1935	Bristol, Connecticut
Mildram, John	1935	Newtonville
Miller, Albert A.	1936	Dorchester
Miller, Leslie L.	1937	Revere
Miller, Robert C.	1936	Melrose Highlands
Miller, William S.	1938	Hackettstown, New Jersey
Miln, Samuel R.	1937	Allston
Minkovitz, Morris	1936	Needham
Minnis, Gordon A.	1938	Brookline
Minzner, Walter R.	1936	Methuen
Mitchell, Frederick W.	1936	Tuxedo Park, New York
Mitchell, Richard C.	1936	Waltham
Mitchell, Robert G.	1935	South Norwalk, Connecticut
Mitchell, William H.	1937	Boston
Molthman, Max	1935	Stephentown Centre, New York
Monroe, Robert J.	1938	Brookline
Montgomery, Edward J.	1936	Lexington
Mooradian, Shannon	1935	Haverhill
Moore, Albert R.	1936	Portland, Maine
Moore, G. Herbert	1936	North Quincy
Moore, Raymond J.	1935	Watertown
Moran, Frederick P.	1936	Newton
Morang, Langley U.	1935	Waltham
Moraski, Merritt B.	1938	Roslindale
Mordo, Albert N.	1936	Newton Upper Falls
Morgan, Harold K.	1938	Topsfield
Morrell, Edwin T.	1938	North Attleboro
Morrell, Elroy F., Jr.	1937	Windham, Maine
Morrill, Ira R.	1935	Warner, New Hampshire
Morrill, Laban C.	1935	Stoughton
Morris, Hyman S.	1935	Dorchester
Morrison, Sumner L.	1938	Dorchester
Morse, Gordon A.	1936	Waltham
Morse, Heath E.	1937	Beverly
Morse, John A.	1935	Beverly
Morse, Robert A.	1938	Paxton
Mortellite, Alfred	1937	Everett
Mostow, John H.	1935	Riverhead, New York
Mullen, Anthony J.	1938	South Boston
Munroe, Laurence M.	1935	Jamaica Plain
Murphy, Daniel J.	1938	Beverly Farms
Murphy, Jeremiah P.	1937	Charlestown
Murphy, John J.	1937	Belmont
Murray, Edward J.	1935	Woburn
Murray, George L.	1937	North Billerica

NAME	CLASS	HOME ADDRESS
Murray, Vincent A.	1935	<i>Boston</i>
Napolitano, Albert	1935	<i>White River Junction, Vermont</i>
Neffinger, Paul T.	1938	<i>West Newton</i>
Neilson, Howard C.	1935	<i>Saratoga, New York</i>
Nelson, Albert E.	1935	<i>Arlington</i>
Nelson, Roy A.	1936	<i>Dorchester</i>
Nelson, Stanley A.	1938	<i>Randolph</i>
Nelson, Wilfrid A.	1936	<i>Monument Beach</i>
Nessolini, Gilbert J.	1937	<i>Watertown</i>
Nevers, Lucien W.	1936	<i>Foxboro</i>
Newcomb, Richard A.	1938	<i>Milton</i>
Newhall, George W.	1936	<i>Melrose</i>
Newhall, Ralph A.	1935	<i>Lynn</i>
Newman, Frederick W.	1937	<i>Beverly</i>
Newton, Emerson H.	1937	<i>Salem</i>
Nichols, Charles H.	1937	<i>Fayetteville</i>
Nichols, Frank J.	1936	<i>Woburn</i>
Nickerson, Lorenzo T.	1937	<i>Remsenburg, L. I., New York</i>
Noble, Philip F.	1937	<i>Fitchburg</i>
Noden, Bernard J.	1935	<i>Malden</i>
Norton, Clare W.	1935	<i>Andover</i>
Norwood, Stanley B.	1938	<i>Medford</i>
Nowers, Edward S.	1936	<i>Lexington</i>
Noyes, Fred L.	1938	<i>Newburyport</i>
Noyes, Harry F.	1938	<i>Lexington</i>
Noyes, Richard W.	1935	<i>Melrose</i>
Nutt, Milton W.	1935	<i>Wakefield</i>
Nyc, Wendell A.	1935	<i>Westminster</i>
Oakes, Arnold	1938	<i>Taunton</i>
Obenauer, Frederick H.	1937	<i>Norwich, New York</i>
O'Brien, Francis L.	1938	<i>Brockton</i>
O'Brien, John T.	1936	<i>Allston</i>
O'Brien, John W.	1937	<i>West Roxbury</i>
O'Brien, Thomas P.	1937	<i>Forest Hills</i>
O'Connor, Daniel J.	1937	<i>Boston</i>
Odabashian, Edwin T.	1936	<i>Holyoke</i>
O'Donnell, Arthur J.	1937	<i>Salem</i>
Ogin, Robert W.	1938	<i>Plymouth, Pennsylvania</i>
Ogonowski, John S.	1937	<i>Dracut</i>
Ojamaki, Olavi	1936	<i>Ashby</i>
Olcott, Gordon S.	1937	<i>Amesbury</i>
O'Leary, Cornelius F.	1937	<i>Jamaica Plain</i>
Olsen, Robert W.	1937	<i>West Roxbury</i>
Olson, Charles J.	1936	<i>Newburgh, New York</i>
Olson, Eric H.	1936	<i>Worcester</i>
Olson, George W.	1935	<i>Woburn</i>
Olson, Harry C.	1936	<i>Stratford, Connecticut</i>
Olson, Knut H.	1938	<i>Brockton</i>
Olson, O. Victor	1935	<i>Meriden, Connecticut</i>
Olver, Manley D., Jr.	1938	<i>Norristown, Pennsylvania</i>
Onoprienko, Francis T.	1937	<i>Roxbury</i>
Orcutt, Kenneth I.	1937	<i>Rockland, Maine</i>
Otis, Willis P.	1937	<i>Andover</i>
Owen, Edward C.	1935	<i>Taunton</i>
Packard, Darel O.	1936	<i>Hull</i>
Packard, Shirley W.	1937	<i>Freeport, Maine</i>
Page, Carroll A.	1938	<i>Bangor, Maine</i>

NAME	CLASS	HOME ADDRESS
Pagliuso, Michael	1936	<i>Chelsea</i>
Pai, E. Whan	1935	<i>Kimhai, Korea</i>
Palmer, Arland R.	1937	<i>Sr. Johnsbury, Vermont</i>
Palmer, Howard C.	1937	<i>Angelica, New York</i>
Papantonion, George	1935	<i>Boston</i>
Pardee, Curtis G.	1936	<i>Bolton</i>
Paretchanian, Sooren	1936	<i>Boston</i>
Parker, George B.	1938	<i>Cambridge</i>
Parker, Robert C.	1936	<i>Orange</i>
Parker, Stanley G.	1938	<i>Wellesley Hills</i>
Parnell, John B.	1936	<i>Springfield</i>
Parsons, Frederick B.	1938	<i>Cambridge</i>
Paskevich, Michael	1938	<i>Nashua, New Hampshire</i>
Pass, Maurice	1938	<i>Dorchester</i>
Patch, Alfred E.	1938	<i>Windsor, Vermont</i>
Patch, Chester J.	1935	<i>Ipswich</i>
Patterson, James A.	1935	<i>Lawrence</i>
Patton, Frederick W.	1936	<i>Melrose</i>
Paul, William C.	1937	<i>Worcester</i>
Paulhus, Joseph L.	1937	<i>Cambridge</i>
Pauling, Frederic W.	1936	<i>Southboro</i>
Paulson, Howard E.	1935	<i>North Andover</i>
Paulson, Richard N.	1937	<i>Quincy</i>
Peabody, Malburne J.	1937	<i>Georgetown</i>
Peacock, Winston A.	1938	<i>Quincy</i>
Pelletier, Raymond	1938	<i>Salem</i>
Peloquin, Philip F.	1938	<i>Worcester</i>
Peoples, Charles F.	1935	<i>Medford</i>
Pepl, Dominic L.	1935	<i>Frammingham</i>
Perdikis, Harry S.	1936	<i>Lawrence</i>
Perdriau, Harold R. S.	1935	<i>Chelsea</i>
Perham, J. Newton	1938	<i>Islington</i>
Perkins, Charles A.	1936	<i>Harvard</i>
Perry, Henry A., Jr.	1936	<i>Newtonville</i>
Perry, Lester S.	1937	<i>Boston</i>
Perry, Willard P.	1937	<i>Beverly</i>
Pesce, Ernest	1937	<i>Chelsea</i>
Peterson, Charles W.	1936	<i>West Roxbury</i>
Peterson, John E.	1938	<i>Danvers</i>
Peterson, Lawrence M.	1937	<i>South Hamilton</i>
Peterson, Raymond M.	1936	<i>Worcester</i>
Peterson, Robert E.	1935	<i>Danvers</i>
Petrides, James M.	1935	<i>Worcester</i>
Petrillo, Pasqual P.	1938	<i>West Haven, Connecticut</i>
Pfeiffer, Robert L.	1938	<i>Bedford</i>
Phillips, Hugh	1936	<i>Boston</i>
Phillips, James A.	1938	<i>Auburn, Maine</i>
Piekarski, Leon T.	1937	<i>Roslindale</i>
Pihl, George E.	1937	<i>Brockton</i>
Pinard, Roger A.	1935	<i>Roslindale</i>
Pitts, Wilfrid C.	1936	<i>Sr. John West, N. B., Canada</i>
Pluta, Richard W.	1938	<i>South Hanson</i>
Pollay, Harold A.	1935	<i>Swampscott</i>
Polley, Alvin H.	1936	<i>Natick</i>
Pollingher, Joseph S.	1937	<i>Dorchester</i>
Poltorak, Eugene H.	1935	<i>Cambridge</i>
Poole, Robert F.	1936	<i>Lynn</i>

NAME	CLASS	HOME ADDRESS
Pope, William C.	1935	<i>Brockton</i>
Porotti, Rudolph W.	1935	<i>Milford</i>
Potter, Robert A.	1936	<i>Bar Harbor, Maine</i>
Powers, Donald W.	1935	<i>Framingham</i>
Pratt, Fred N.	1937	<i>Medford</i>
Pray, H. Edgar	1936	<i>Sea Cliff, New York</i>
Pray, Lester W.	1935	<i>Belmont</i>
Prescott, Benjamin R.	1938	<i>London, New Hampshire</i>
Pritchard, Orland T.	1938	<i>Portland, Maine</i>
Proudford, Charles E.	1937	<i>West Somerville</i>
Prouty, Burt L.	1936	<i>North Hanover</i>
Prouty, Robert M.	1936	<i>Whitman</i>
Provost, Warren F.	1937	<i>Newtonville</i>
Psilekas, Vassil L.	1938	<i>Brockton</i>
Purinton, Ralph A.	1937	<i>Bowdoinham, Maine</i>
Puzo, Frank W.	1937	<i>Roslindale</i>
Quarrell, George	1935	<i>Leominster</i>
Quigley, Arthur J.	1937	<i>Roxbury</i>
Quinlan, Edmund J.	1936	<i>Somerville</i>
Quinn, Charles J.	1937	<i>Brighton</i>
Quirk, Thomas, Jr.	1938	<i>East Weymouth</i>
Rabin, Israel	1935	<i>Merkine, Lithuania</i>
Race, Edmund H.	1938	<i>Norwood</i>
Rackley, Carle E.	1936	<i>Seabago, Maine</i>
Radden, Charles O.	1936	<i>Roslindale</i>
Rallis, George E.	1936	<i>Lowell</i>
Ramey, Edgar M.	1935	<i>Roslindale</i>
Ramsdell, Kenneth B.	1938	<i>Rockland</i>
Randlov, Anders H.	1938	<i>West Roxbury</i>
Rando, Francis W.	1936	<i>Lynn</i>
Ransom, Homer P.	1936	<i>Oshkosh, Wisconsin</i>
Raymond, Ralph C.	1937	<i>Jamaica Plain</i>
Raymond, Roger C.	1937	<i>Salem</i>
Rebert, Clair E.	1935	<i>Hanover, Pennsylvania</i>
Reddin, Joseph W.	1938	<i>Greenfield</i>
Redding, Donald C.	1936	<i>Medford</i>
Redfield, William A.	1936	<i>Middletown, New York</i>
Reed, George A.	1937	<i>Cambridge</i>
Regan, Harold T.	1938	<i>Cambridge</i>
Regan, Paul G.	1936	<i>Jamaica Plain</i>
Reid, Charles B.	1938	<i>Roxbury</i>
Resse, Elmer A.	1937	<i>Medford</i>
Ricci, Louis A.	1938	<i>Boston</i>
Rice, Bernard L.	1938	<i>Cambridge</i>
Rice, Charles E.	1935	<i>Greenfield</i>
Rice, Merton	1938	<i>Chelsea</i>
Rich, Harold	1936	<i>Roxbury</i>
Richardson, Francis H.	1935	<i>Deerfield</i>
Richardson, James L.	1936	<i>Belmont</i>
Richmond, Preston H.	1937	<i>Middleboro</i>
Ricker, Frank D.	1936	<i>Everett</i>
Ricker, John C.	1937	<i>Malden</i>
Rickert, Douglas A.	1937	<i>Bennington, Vermont</i>
Rideout, Granville N.	1935	<i>Ashburnham</i>
Rimmer, Stanley M.	1935	<i>Bristol, Connecticut</i>
Riordan, Nelson F.	1936	<i>Gloucester</i>
Riozzi, Anthony J.	1938	<i>Groton, Connecticut</i>

NAME	CLASS	HOME ADDRESS
Ritchie, Bradford S.	1938	Norwood
Rizya, John C.	1936	Chelsea
Robak, Walter C.	1936	Cambridge
Robert, Abraham	1937	Roxbury
Roberts, John G.	1937	Coudersport, Pennsylvania
Roberts, Norman E.	1936	Hartford, Connecticut
Robertson, Malcolm	1938	Fall River
Robertson, Orville G.	1938	Lewiston, Maine
Robinson, Frank L.	1937	Narragansett, Rhode Island
Robinson, Leo F.	1938	Littleton, New Hampshire
Rockwood, Ainsley D.	1938	West Springfield
Rodman, Joseph J.	1938	Dorchester
Rodowicz, Stefan J.	1938	Versailles, Connecticut
Rogers, G. Kenneth	1935	Brockton
Rogers, Gordon S.	1938	Jamestown, New York
Rogers, Herbert E.	1935	West Somerville
Rogers, Robert F.	1938	Concord, New Hampshire
Rogers, Theodore J.	1938	Melrose
Rogers, Thomas H., Jr.	1937	Arlington
Roitman, George H.	1936	Dorchester
Rollins, George E.	1936	West Medford
Rosecaln, Henry	1937	Hyde Park
Ross, C. Donald	1938	Brockton
Ross, John S.	1936	West Roxbury
Rouhow, William D.	1937	Boston
Roukes, Donald W.	1937	Melrose
Rowell, Walter H.	1938	Wrentham
Rowntree, John S.	1936	Medford
Royds, Edmund F.	1937	North Adams
Rubin, Albert I.	1938	Boston
Rubin, Harry	1938	Roxbury
Ruggles, Stewart H.	1937	Hingham
Russell, Lester L.	1935	Melrose
Ryan, Charles	1937	Dorchester
Ryder, Herbert E.	1936	Marion
Saari, Edward M.	1937	Fitzwilliam Depot, N. H.
Sackett, Richard B.	1937	Springfield
Sackrider, James	1936	Albany, New York
Sadler, Albert H.	1937	West Acton
Safford, Donald P.	1935	Newburyport
Saija, Michael A.	1938	Boston
Salecker, Anton	1937	Syosset, New York
Salidas, Charles L.	1936	Allston
Salmela, Oliver R.	1937	East Weymouth
Sanderson, Robert C.	1937	Waltham
Sandler, Jack	1937	Revere
Sandler, James I.	1937	Lowell
Sanford, Edward A., Jr.	1938	Buzzards Bay
Sanford, Harold E.	1938	Fall River
Santiago, Florencio	1936	Poughkeepsie, New York
Santos, George J.	1936	Newport, Rhode Island
Sarkisian, Edward	1935	Arlington
Saulnier, Francis J.	1936	Haverhill
Saunders, Earl R.	1938	Boston
Saunders, Ernest W.	1937	Boston
Saunders, Paul W.	1938	Watertown
Savage, James A.	1936	Boston

NAME	CLASS	HOME ADDRESS
Savage, Richard	1938	Boston
Sawtell, Leroy M.	1938	Westfield
Sawyer, Harry E.	1937	Watertown
Saxe, Robert K.	1936	South Braintree
Saxon, Joseph J.	1936	Boston
Scenna, William M.	1936	Melrose
Schaller, Ferdinand D.	1938	South Natick
Schelander, Oscar E.	1935	Woburn
Schiavone, Ulderico M.	1935	Newton
Schutte, Herbert	1935	New Canaan, Connecticut
Schwartz, Arthur	1938	Boston
Scott, Edward K.	1936	Boston
Scott, Kenneth R.	1936	Saxonville
Scott, William G.	1937	Boston
Scudder, Denman N.	1938	Scarsdale, New York
Scully, Thomas F.	1937	Ansonia, Connecticut
Segall, Arthur S.	1935	Dorchester
Senecal, Wilfred R.	1937	Salem
Sepinuck, Nathan	1936	Brighton
Seppala, Albert M.	1935	Gloucester
Sequeira, Armando J.	1936	Newark, New Jersey
Seward, E. Harris	1935	New Hampton, New York
Shames, Albert A.	1937	Roxbury
Shane, Sumner	1937	Boston
Shannon, Harold P.	1938	Woburn
Shapiro, Jacob	1936	Salem
Shapiro, Morris	1936	Salem
Shaw, C. Russell	1937	Methuen
Shaw, Joseph C.	1938	Plymouth
Shaw, Robert A.	1937	Dorchester
Shaw, William A.	1936	Dorchester
Shea, John F.	1937	Mattapan
Shedd, John V.	1935	Medford
Sheehan, James J.	1937	Brockton
Shefuga, John C.	1936	Yonkers, New York
Shelansky, Peter J.	1935	Haverhill
Sherry, Charles E.	1936	Boxboro
Shields, Lyle H.	1935	Morris, New York
Shimer, Richard B.	1936	Wurtsboro, New York
Shippee, Allen C.	1936	Gardner
Short, Philip	1937	Dorchester
Shube, William P.	1938	Marblehead
Shulman, Isadore	1937	Somerville
Shuman, Davis	1935	Lawrence
Simonds, John M.	1937	Watertown
Simoni, Henry W.	1937	Newton Upper Falls
Simonis, Thomas W.	1935	Sharon
Simpson, Robert H.	1938	Dorchester
Sineath, Reginald	1935	Dedham
Singer, Lewis B.	1938	Suffern, New York
Sivertson, John N.	1938	Somerville
Sjostrom, Loren B.	1935	Methuen
Skendall, John W.	1935	Lynn
Slaughter, Ernest S.	1938	Boston
Small, Leslie C.	1937	Brookline
Small, Philip A.	1938	Ipswich
Smith, Alfred J.	1937	Brighton

NAME	CLASS	HOME ADDRESS
Smith, Andrew L.	1937	Marblehead
Smith, Arthur M.	1937	North Middleboro
Smith, David M.	1935	Sharon
Smith, G. Albion	1936	Beverly
Smith, Lyman T.	1938	South Hanson
Smith, Merle C.	1936	Melrose
Smith, Philip G.	1937	Beverly
Smith, Ralph G.	1936	Vanceboro, Maine
Smith, Robert L.	1937	Revere
Smith, Robert W.	1937	Peabody
Smith, Russell N.	1938	Wellesley Hills
Smith, William A.	1936	Brookline
Snyder, Hyman G.	1938	Mattapan
Soldani, Albert A.	1935	Southbridge
Somers, Louis	1935	Wrentham
Sommers, George R.	1936	Arlington
Sones, Max	1937	Boston
Sorensen, George T.	1936	East Boston
Sorrenti, Joseph	1937	Everett
Soule, Frank L.	1937	North Weymouth
Souther, O. Phillips	1936	Melrose
Spears, Donald R.	1938	Brookline
Spencer, Ernest L.	1936	Norwood
Spencer, Herbert R.	1938	Taunton
Spencer, Paul F.	1936	Scituate Center
Sperry, Foster E.	1937	East Haven, Connecticut
Spidle, Alexander G.	1938	Dorchester
Spitzer, Richard	1938	Cambridge
Springer, Warren	1937	Newton Upper Falls
Squarebrigs, John N.	1937	Brookline
Staniunas, Anthony J.	1935	Hudson
Stanley, Joseph M.	1935	Hyde Park
Staples, Richard B.	1937	Lynn
Stasinopoulos, Peter J.	1938	Brighton
Stead, William H.	1936	North Andover
Steger, Chris F.	1935	Brockton
Stein, Julius	1937	Chelsea
Stevenson, Amos L.	1935	Groton
Stevenson, George E.	1935	Medford
Stevenson, Roger B.	1937	Cummaquid
Stewart, John W.	1936	Revere
Stewart, Vechten W.	1937	Montclair, New Jersey
Stewart, Walter A.	1938	New Canaan, Connecticut
Stimpson, Richard M.	1936	Brockton
Stone, Ashton K.	1938	Norwood
Stone, Philip I.	1935	Everett
Stone, Robert L.	1935	Andover
Stoskus, Thomas N.	1937	Worcester
Straight, Carl G.	1937	Attleboro
Straight, Clark J.	1937	Attleboro
Straw, Leonard H.	1938	Melrose
Strecker, Clarence S.	1936	Greenfield
Stronach, George E.	1936	Wethersfield, Connecticut
Stubbs, George E.	1937	Andover
Stupak, Frank R.	1938	Norwood
Sudak, Constantine	1935	Graniteville
Sudrabin, Leon F.	1936	Grafton, New Hampshire

NAME	CLASS	HOME ADDRESS
Sugerman, Samuel	1938	East Boston
Sullivan, Charles D.	1937	Lawrence
Sullivan, Eugene F.	1938	Arlington
Sund, Arvid L.	1935	Everett
Surgecoff, Oscar	1938	Everett
Surovsky, Harold A.	1938	Boston
Sutherland, Exiah	1935	Cambridge
Sutton, Haviland M.	1937	Springfield
Swanson, Carl R.	1935	Dorchester
Swanson, Carl R.	1937	Quincy
Swanson, Paul C.	1936	Reading
Sweeney, John A.	1936	Leominster
Sylvester, Edwin	1938	Haverhill
Szydlowski, Edward J.	1935	Dorchester
Tabor, Robert W.	1938	Lowell
Tacito, Cosmo C.	1937	Somerville
Talanian, Albert G.	1938	Dorchester
Tanzella, Philip	1935	Beverly
Tatel, William	1938	Roxbury
Taylor, Clement F.	1936	Randolph
Taylor, Erwin N.	1937	Waltham
Taylor, Frank C.	1935	Fall River
Taylor, George E.	1938	Pottersville
Taylor, Harold E.	1936	West Medford
Taylor, James	1936	North Andover
Taylor, Lawrence S.	1938	Middletown, New York
Taylor, William H.	1938	Boston
Taylor, William R.	1938	Holbrook
Tedford, Ralph W.	1935	Salem
Tedford, Robert C.	1935	Newburyport
Temple, George A.	1936	Woburn
Temple, John P.	1935	Woburn
Templeman, Laurence I.	1937	Saugus
Tennant, James C., Jr.	1938	Boston
Tetlow, Ralph L.	1937	Hartford, Connecticut
Thayer, William A.	1937	Cambridge
Theriault, George H.	1938	Salem
Thomas, George W.	1937	North Quincy
Thomas, Stanley E.	1935	Lynn
Thomas, Taylor H.	1937	Troy, New York
Thompson, Dana S.	1936	Georgetown
Thompson, Herbert W.	1937	Circleville, New York
Thompson, Rolland E.	1936	Boston
Thomson, William W.	1935	Quincy
Thorndike, Otis	1935	Marblehead
Thwing, Roger W.	1938	Winchester
Tiano, Samuel B.	1935	East Boston
Tierney, Joseph A.	1937	Arlington
Tilden, George R.	1937	Needham Heights
Titus, Constantine L.	1938	Boston
Titus, James L.	1938	Boston
Tobin, Elwin M.	1936	Lynn
Tomaszewski, Bill A.	1938	Dorchester
Tomlinson, Philip	1937	New Haven, Connecticut
Tonseth, Didrick L.	1938	Lunenburg
Towers, Kenneth T.	1936	Brockton
Towne, Frederick A.	1938	Norfolk

NAME	CLASS	HOME ADDRESS
Townes, Winfred A.	1935	Boston
Trachtenberg, Abraham	1937	Mattapan
Traudt, Stephen C.	1938	Walpole
Travaglino, Horace	1938	East Boston
Traynor, Charles S.	1936	Arlington
Trowr, William A., Jr.	1938	Wenham
Tucker, Charles A.	1937	Lynn
Tucker, Ernest	1937	Randolph
Tuller, William J.	1935	West Hartford, Connecticut
Turner, Joseph P.	1935	West Newton
Turner, Ralph D.	1935	Wakefield
Turner, Robert W.	1937	Bethlehem, New Hampshire
Tuscher, Francis	1937	West Newton
Urban, Edward C. J.	1935	Boston
Urlass, Charles K.	1938	Jamaica Plain
Urmson, William G., Jr.	1936	New Haven, Connecticut
Vaccaro, Leonard	1937	Circleville, New York
Vackert, Carl H.	1935	Dorchester
Vaine, Gerald F.	1935	Middletown, Connecticut
VanBuren, Darrell	1936	Stottville, New York
VanBuren, Myers	1938	Stottville, New York
Vandersloot, Peter R.	1937	Williamstown
VanDusen, Richard M.	1936	Madison, New Hampshire
VanVessem, George E.	1935	Warwick, New York
Vermilyea, Rex W.	1938	Wellesley Hills
Varney, Wilbur R.	1937	Malden
Varrell, Leonard W.	1935	Marblehead
Vogel, Anthony F.	1937	Arlington
Vogel, Eugene J.	1936	Roslindale
Vultaggio, Mario	1935	Boston
Wade, Kenneth S. B.	1938	West Dennis
Wagenknecht, Frank H.	1936	Rockville, Connecticut
Wagner, Richard M.	1935	Gloucester
Wakenigg, John H.	1935	Shelton, Connecticut
Walden, Arnold F.	1937	Belmont
Wallace, Thomas M.	1936	Attleboro
Wallin, Carl A.	1936	Randolph
Walker, Robert H.	1935	Fairview
Walsh, Edmund A.	1937	Somerville
Walsh, Hubert J.	1938	Cambridge
Walters, Anthony F.	1935	East Dedham
Waltonen, Paavo H.	1936	Walpole
Warchol, Michael F.	1936	Haverhill
Wasserman, Nathan A.	1937	Brookline
Watt, Kingdon R.	1937	Boston
Watts, William F.	1935	Boston
Webb, H. Albert	1938	Asbury Grove
Webster, Willard C.	1936	Barton, Vermont
Weiner, Louis	1937	Boston
Welch, James	1937	Dorchester
Welch, William J.	1935	Somerville
Wentworth, John G.	1938	Uxbridge
Wentworth, Robert B.	1935	Brookline
Wenzlow, William	1937	Arlington
Wernick, Hymie	1936	Holyoke
West, Paul B.	1936	Haverhill
West, Stanley E.	1935	Worcester

NAME	CLASS	HOME ADDRESS
Westdahl, Erik W.	1937	White Plains, New York
Wheeler, William R.	1938	Melrose
Whelpley, George A.	1935	Brownville Junction, Maine
Whidden, Frank S.	1937	Belmont
Whitcomb, Squire L.	1936	Melrose
White, Abiathar	1936	Taunton
White, Bradford C.	1937	Springfield
White, Harry	1937	Jamaica Plain
White, Kenneth P.	1936	Boston
White, Robert K.	1936	Cambridge
White, William T.	1936	East Milton
Whiting, Francis C.	1936	Plymouth
Whitney, Charles A.	1936	Beverly
Whittemore, Ralph C.	1937	Attleboro
Whitten, William M.	1935	Wollaston
Whittier, Roderick P.	1938	Woodsville, New Hampshire
Wiederkehr, Byron J.	1936	Revere
Wignot, Joseph T., Jr.	1935	Natick
Wilcox, Franklin W.	1937	Greenwood
Wilder, Henry C.	1936	Laurence
Willard, Alan K.	1935	Nashua, New Hampshire
Williams, Arnold W.	1935	Melrose
Williams, Edwin T.	1936	Quincy
Williams, Gilbert E.	1936	Sandy Creek, New York
Williams, William T.	1938	West Roxbury
Wilner, Marvin J.	1937	Jamaica Plain
Wilson, Charles	1935	Cohasset
Wilson, David B.	1938	Wilmington
Wilson, Jack	1938	Boston
Wilson, Robert P.	1937	Dorchester
Wintle, J. Donald	1935	West Pittston, Pennsylvania
Wirling, Richard A.	1937	Beverly
Wise, Alfred J.	1936	Tiverton, Rhode Island
Wiseman, John F.	1936	Malden
Wolkowski, Vaclavo J.	1937	Medford
Wolowicz, Chester H.	1937	South Boston
Wood, Donald E.	1937	Morrisonville, New York
Woods, Donald L.	1937	Keene, New Hampshire
Woodward, Carlton A., Jr.	1935	Norton
Woodward, Robert L.	1938	Kingston
Woodworth, Harold T.	1937	Boston
Wright, John R.	1938	Summit, New Jersey
Wright, Samuel H.	1936	Brookline
Yaffe, Isadore	1937	Chelsea
Yancey, William D.	1938	Brockton
Yanofsky, Abraham	1937	Saugus
Yarchin, Erick F.	1935	Jamaica Plain
Yeranian, Samuel	1935	Allston
Yesikenas, Peter	1937	Norwood
Yoffa, Yana	1938	Boston
Young, Charles S., Jr.	1938	West Peabody
Young, William L.	1938	Boston
Zacher, Robert C.	1937	Irvington, New Jersey
Zagalsky, Isidor	1936	Ferndale, New York
Zaichuk, Edward J.	1936	Somerville
Zamarro, Danti	1938	Worcester
Zicko, Peter	1937	Natick

NAME	CLASS	HOME ADDRESS
Ziegler, Elmer H.	1937	<i>Arlington</i>
Zimmerman, Robert E.	1936	<i>Allston</i>
Zuffante, Fortunato P.	1935	<i>Somerville</i>
Zwetchkenbaum, Robert	1938	<i>Taunton</i>

*Distribution of Day Division Students
By States and Countries, 1934-1935*

United States

Massachusetts	1,536
Connecticut	101
New York	80
Maine	44
New Hampshire	30
Vermont	19
New Jersey	13
Pennsylvania	11
Rhode Island	7
Florida	1
Minnesota	1
Oklahoma	1
Wisconsin	1

Foreign Countries

Canada	3
Balboa (Canal Zone)	1
Korea	1
Lithuania	1
Total	1,851

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Date.....

*Milton J. Schlagenhauf, Director of Admissions
Northeastern University
316 Huntington Avenue
Boston, Mass.*

Dear Sir:

Please send me additional information on the following points:

.....
.....
.....
.....
.....
.....
.....
.....
.....

Name.....

Street and Number.....

Town or City.....

State.....

Northeastern University

DAY DIVISION

SCHOOLS OF
ARTS AND SCIENCES
BUSINESS ADMINISTRATION
ENGINEERING

1935-1936



BOSTON, MASSACHUSETTS

January, 1935

NORTHEASTERN UNIVERSITY

SCHOOL OF LAW

EVENING SESSIONS



1935 : 1936

THIRTY-EIGHTH YEAR

Admits Men and Women

312 HUNTINGTON AVE.

BOSTON, MASS.

COMMUNICATIONS SHOULD BE ADDRESSED TO
NORTHEASTERN UNIVERSITY
SCHOOL OF LAW
312 HUNTINGTON AVENUE, BOSTON, MASS.
TELEPHONE KENMORE 5800

NORTHEASTERN UNIVERSITY

The Thirty-Eighth Annual Catalog
of the
School of Law

1935-1936



[*Case Method of Instruction*
High Scholastic Standards
Sound Professional Ideals]

SCHEDULE OF CLASSES

1935 — 1936

FIRST SEMESTER

CLASS	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Freshman A	Pleading 7-8 Crim. Law 8:05-9:30	Contracts		Torts	
Freshman B	Contracts	Torts		Pleading 7-8 Crim. Law 8:05-9:30	
Sophomore	Property I		Equity		Bills & Notes 7-8 Pers. Prop. 8:05-9:30
Junior	Corporations		Trusts		Property III 7-8 Agc'y & Part. 8:05-9:30
Senior	Bankruptcy 7-8 Wills 8:05-9:30	Constitutional Law		Evidence	

SECOND SEMESTER

Freshman A	Pleading 7-8 Crim. Law 8:05-9:30	Contracts		Torts	
Freshman B	Contracts	Torts		Pleading 7-8 Crim. Law 8:05-9:30	
Sophomore	Property I		Equity		Bills & Notes 7-8 Sales ¹ 8:05-9:30
Junior	Corporations		Trusts		Property II
Senior	Massachusetts Practice	Constitutional Law Legal Ethics		Evidence	Conflict of Laws

1. Following the completion of the Bills & Notes course, Sales will be given from 7.00 to 9.00 P.M.

Courses offered and schedule are subject to change at discretion of the Administration.

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CALENDAR

1935-1936

1935		
5 Sept.	Thursday	Senior class lectures begin in Boston.
9 Sept.	Monday	Junior and Sophomore class lectures begin in Boston.
9 Sept.	Monday	Upper class lectures begin in Worcester and Springfield.
23 Sept.	Monday	Freshman class lectures begin in Boston, Worcester and Springfield.
24 Sept.-3 Oct.		Make-up examinations in Boston.
12 Oct.	Friday	Legal holiday (classes omitted).
11 Nov.	Monday	Legal holiday (classes omitted).
18 Nov.	Monday	Payment of second installment of tuition due in Worcester.
25 Nov.	Monday	Payment of second installment of tuition due in Boston and Springfield.
28 Nov.	Thursday	Legal holiday (classes omitted).
20 Dec.	Friday	Last class lectures before the Christmas recess in Boston, Worcester and Springfield.

1936		
2 Jan.	Thursday	First Senior class lecture following the Christmas recess in Boston.
3 Jan.	Friday	First Junior and Sophomore class lectures following the Christmas recess in Boston.
6 Jan.	Monday	First Freshman class lecture following the Christmas recess in Boston.
6 Jan.	Monday	First class lectures following the Christmas recess in Worcester and Springfield.
13 Jan.	Monday	Payment of third installment of tuition due in Worcester.
27 Jan.	Monday	Payment of third installment of tuition due in Boston and Springfield.
9 March	Monday	Payment of final installment of tuition due in Worcester.
23 March	Monday	Payment of final installment of tuition due in Boston and Springfield.
20 April	Monday	Legal holiday (classes omitted).
7 June	Sunday	Baccalaureate Address in Springfield.
10 June	Wednesday	Commencement in Springfield.
14 June	Sunday	Baccalaureate Address in Boston and Worcester.
15 June	Monday	Commencement in Boston.
16 June	Tuesday	Commencement in Worcester.

MAKE-UP EXAMINATIONS, 1935

BOSTON

1935

24 Sept.	Tuesday	Contracts, Bills and Notes, Corporations, Bankruptcy.
25 Sept.	Wednesday	Property II, Massachusetts Practice, Pleading.
26 Sept.	Thursday	Torts, Equity, Property III, Conflict of Laws.
1 Oct.	Tuesday	Criminal Law, Property I, Trusts, Evidence.
2 Oct.	Wednesday	Personal Property, Wills.
3 Oct.	Thursday	Sales, Constitutional Law, Agency and Partnership.

Examinations must be taken at the time they are scheduled, as no special examinations will be given.

DIVISIONS

The schedules will in most instances be the same as the Boston schedule. Wherever any variance in dates occurs, schedules will be announced prior to the examination period.

TEST SCHEDULES

The schedules for the various tests will be announced prior to each test period.

OFFICE HOURS

AUGUST 16 — JUNE 16

Daily (except Saturdays and Sundays) 8.45 A.M.—9.30 P.M.
Saturdays, 8.45 A.M.—1.00 P.M.

JUNE 19 — AUGUST 15

Daily (except Saturdays and Sundays) 9.00 A.M.—4.00 P.M.
Saturdays, 9.00 A.M.—12.00 M.
During September, the Office is open all day Saturday.

LIBRARY HOURS

BOSTON

Daily (except Sundays) 9.00 A.M.—10.30 P.M.
Sundays, 2.00 P.M.—9.00 P.M.
Holidays, 12.00 M.—9.00 P.M.

NORTHEASTERN UNIVERSITY

BOARD OF TRUSTEES

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COMMITTEES OF THE BOARD

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Committee on Funds and Investments:

Sabin P. Sanger, *Chairman*, T. Grafton Abbott, Wilman E. Adams, William C. Chick, Robert G. Dodge, Carl Dreyfus, Frank L. Richardson, Frank P. Speare.

THE EXECUTIVE COUNCIL

FRANK PALMER SPEARE, M.H., LL.D.
President of the University

GALEN DAVID LIGHT, A.B.
Secretary and Treasurer of the University

CARL STEPHENS ELL, A.B., M.S., Ed.M.
Vice-President of the University

EVERETT AVERY CHURCHILL, A.B., Ed.D.
Vice-President of the University

WORCESTER DIVISION

Educational Committee

FREDERICK EUGENE BARTH	VERNON AUGUSTUS JONES
ZELOTES WOOD COOMBS	WILLIAM ALBERT LOTZ
JAMES CHERRY FAUSNAUGHT	ROBERT LINDO MOORE
HAROLD LUTHER FENNER	PHILIP MAYNARD MORGAN
ERNEST LEROY HUNT	JOHN RICHARDSON
ROBERT WARING STODDARD, <i>Chairman</i>	

SPRINGFIELD DIVISION

Board of Governors

JOHN DOANE CHURCHILL	BENJAMIN ALVEY FRANKLIN
HAROLD GARDNER DUNNING	BLAKE ALEXANDER HOOVER
ROBERT RICHARDSON EMERSON	STANLEY OSCAR SMITH
HORACE JACOBS RICE, <i>Chairman</i>	

PURPOSE AND PROGRAM

NORTHEASTERN UNIVERSITY is incorporated as a philanthropic institution under the General Laws of Massachusetts. The State Legislature, by special enactment, has given the University broad degree-granting powers. Four distinct types of education have been evolved as the varying needs of men and women for educational opportunities have been discovered and met.

1. Several curricula in the field of co-operative education have been developed in the day schools of Arts and Sciences, Engineering, and Business Administration, leading to the degree of Bachelor of Science, with appropriate specifications. This co-operative plan enables the student to alternate regular periods of class-room instruction with supervised employment in an industrial or commercial position, thus combining theory and practice in an exceedingly effective manner. Apart from the educational advantages of the co-operative plan is the opportunity for self-support which a student has while pursuing his studies. During the co-operative periods students not only gain experience but are also paid for their services. Some 300 business and industrial concerns co-operate with Northeastern University in making this program effective.

2. An extensive adult education program has been developed in the evening in two types of schools; the first, schools of collegiate grade, namely, the School of Law and the School of Business, offering curricula leading to the degrees appropriate to each type of education, and the Lincoln School of Liberal Arts offering a junior college program in cultural fields leading to the Associate in Arts degree; the second, non-degree-granting schools, namely, the Lincoln Preparatory School, which is among those approved by the New England College Entrance Certificate Board, and the Lincoln Institute, a school furnishing instruction in engineering upon a junior college level.

3. In order to occupy their field in a larger way, divisions of the evening Schools of Law and Business are conducted in connection with the Young Men's Christian Associations in Worcester and Springfield and of the School of Business in connection with the Young Men's Christian Association in Providence, thus making it possible for many men and women, whose needs would not otherwise be met, to secure an education in law or in business. With the establishment of the Divisions, thorough-going methods of supervision were instituted and have been consistently followed and improved with the result that the divisional work is conducted upon a highly efficient basis.

4. The Huntington Day School for Boys is an urban preparatory school with high educational standards, which furnishes thorough preparation for admission to the leading colleges and universities. While easily accessible to the various sections of Boston and to the suburbs, it has the facilities of a country day school and offers a

country day school program. This School is one of the leading preparatory schools of the country.

ORGANIZATION

The corporation of Northeastern University is known as the Board of Trustees. This Board is composed of twenty-one members, ten of whom, including the Chairman of the Board of Trustees and the President of the University, serve concurrently on the Board of Trustees of the University and the Board of Directors of the Boston Young Men's Christian Association.

There are three main committees of the Board of Trustees: (a) An Executive Committee, which serves as an Ad Interim Committee between the regular meetings of the Board of Trustees and has general supervision of the financial and educational policies of the University. (b) A Committee on Housing, which has general supervision over the buildings and equipment of the University and is charged with the securing of funds for the housing and equipment development of the institution. (c) A Committee on Funds and Investments, which has the responsibility of administering the funds of the University.

The Board of Trustees has also created, through its by-laws, an Executive Council, consisting of the President, the Secretary and the two Vice-Presidents. To the Executive Council the Board has allocated broad powers.

STATISTICAL SUMMARY

1933-1934

	Administrative Officers and Faculties	Students
I. General Administration	7	
II. Northeastern University		
School of Engineering	66 54* 87*	1,783 1,188* 915*
School of Business Administration }		
School of Law		
School of Business		
III. Lincoln Schools		
Lincoln School of Liberal Arts	12	54
Lincoln Institute	25	181
Lincoln Preparatory School		
Regular Term	23	330
Summer Term	10	137
IV. Day Preparatory School		
Regular Term	23	169
Summer Term	8	70
	<hr/>	<hr/>
Total	315	4,827
Less Duplicates	78	212
	<hr/>	<hr/>
Net Total	237	4,615

*These figures include the administrative officers, faculties and students of the Divisions of the University in Worcester, Springfield and Providence.

SCHOOL OF LAW

ORGANIZATION AND STANDARDS

Northeastern University School of Law was established in 1898 in response to a demand for an evening law school in Massachusetts which would meet the needs of the large group of highly intelligent and ambitious men and women who desired advancement either through preparing for the legal profession or through a law training which might be applicable in their business careers.

Through the co-operation and under the active guidance of the Hon. James R. Dunbar, Professor James Barr Ames, then Dean of the Harvard University Law School, and Mr. Samuel Bennett, then Dean of the Boston University School of Law, the growth and influence of the School were marked, and its graduates have always been recognized as men of professional attainment and high ethical standards.

The cordial recognition and endorsement of the School by the bench, the bar and the heads of our day law and other professional schools, testify in no uncertain terms to the position which the School occupies in the educational activities of the Commonwealth.

Divisions of the Northeastern University School of Law are conducted in Worcester and Springfield. The nature and quality of work offered in these Divisions is the same as that offered in Boston. The work is under the supervision and administration of the School officers in Boston.

The organization of the School has been developed as follows:

1. The Dean performs the usual functions of his office and is in charge of the administrative affairs of the School.
2. The Counsellors are responsible only for the guiding and counselling of the students in their academic work. They have no administrative duties.
3. The Faculty is well-organized and furnishes help in formulating policies of the School, thus insuring that the classroom work shall be kept on a high plane.

The following policies of the School of Law insure the efficiency of its work in preparing men and women for admission to the bar and for the practice of the law:

1. A student body of reasonably high intelligence is selected.
2. A thorough course of study is maintained which is in accord with the best practices in legal education.
3. The case method is used as the basis of instruction. The study of cases is supplemented by lectures, review quizzes, required note-book work, and written tests and examinations.

4. The faculty members are graduates of the best day law schools, have achieved success in the practice of law, and each possesses the qualifications of a teacher.
5. The School of Law is non-proprietary and operates as a part of a university system, stressing high scholastic standards, and devoting all its resources to building the best possible school.
6. The School fosters high professional ethics; educational fitness and moral integrity are stressed as of paramount importance.
7. It has adequate housing and classroom equipment, and in particular an adequate law library.
8. The administration is impartial. The rules governing attendance, grading, examinations, scholarship and promotion are justly and impartially enforced.
9. The School is non-sectarian. The student body is made up of properly qualified men and women of all creeds.

It is a matter of experience on the part of the School of Law that the principles enumerated above can be complied with by evening law schools and must be complied with, provided the work of an evening law school is to have any warrant for continuance.

OFFICERS OF ADMINISTRATION

FRANK PALMER SPEARE, M.H., LL.D., *President of the University*
 GALEN DAVID LIGHT, A.B., *Secretary and Treasurer of the University*
 EVERETT AVERY CHURCHILL, Ed.D., *Vice-President of the University*
 SYDNEY KENNETH SKOLFIELD, A.B., *Acting Dean*
 JOHN DOANE CHURCHILL, A.M., *Director of the Springfield Division*
 WILLIAM ALBERT LOTZ, A.B., *Director of the Worcester Division*

BOSTON

SYDNEY KENNETH SKOLFIELD, A.B., *Acting Dean*
 EBEN OSWELL SMITH, B.S., *Registrar of the Evening Division*
 J. KENNETH STEVENSON, B.C.S., *Bursar of the University*
 MYRA EDNA WHITE, *Librarian of the University*
 GRACE HEWETT WATKINS, B.S., *Assistant Librarian*
 ESTHER WORT HUGHES, A.B., *Assistant Librarian*

STAFF OF INSTRUCTION

OSCAR STORER. Appointed 1898.
 A.B., LL.B., Boston University
Torts
 Attorney at Law

WILLIAM EDWIN DORMAN. Appointed 1904.
 A.B., LL.B., Harvard University
Constitutional Law
 Attorney at Law, Counsel to the Massachusetts Senate

ELIAS FIELD. Appointed 1912.
 A.B., LL.B., Harvard University
Property I
 Attorney at Law, Brown, Field & McCarthy

ARTHUR WILLIS BLACKMAN. Appointed 1918.
 B.A., LL.B., Yale University
Equity, Bankruptcy, Wills, Mass. Practice
 Counsel for New York, New Haven & Hartford Railroad

- HAROLD PENDEXTER JOHNSON. Appointed 1918.
A.B., LL.B., Harvard University
Property II, Property III
Attorney at Law, Johnson & Johnson
- MAYO ADAMS SHATTUCK. Appointed 1923.
A.B., LL.B., Harvard University
Trusts, Conflict of Laws
Attorney at Law, Barker, Davison & Shattuck
- MELVILLE FORREST ROGERS. Appointed 1926.
LL.B., Northeastern University; LL.M., Boston University
Common Law Pleadings; Counsellor to Students
Attorney at Law
- JOHN VARNUM SPALDING. Appointed 1926.
A.B., LL.B., Harvard University
Evidence
Attorney at Law, Hale, Sanderson, Byrnes & Morton
- DWIGHT MERRILL ALDEN. Appointed 1927.
A.B., Bowdoin College; LL.B., Northeastern University
Counsellor to Students
Attorney at Law
- ROBERT HOWELL DAVISON. Appointed 1928.
A.B., LL.B., Harvard University
Corporations
Attorney at Law, Barker, Davison & Shattuck
- RICHARD HINCKLEY FIELD. Appointed 1930.
A.B., LL.B., Harvard University
Agency and Partnership
Attorney at Law, Brown, Field & McCarthy
- RICHARD HENRY LEE. Appointed 1930.
A.B., Bowdoin College; LL.B., Harvard University
Sales
Attorney at Law
- HIBBARD RICHTER. Appointed 1930.
A.B., Dartmouth College; LL.B., Harvard University
Criminal Law
Attorney at Law, Poland and Davis
- DON DAY SWAIN. Appointed 1930.
A.B., Princeton University; LL.B., Harvard University
Bills and Notes, Personal Property
Counsel for Mass. Protective Assoc., Inc.
- EDWIN WILSON HADLEY. Appointed 1931.
A.B., J.D., Stanford University; LL.M., Harvard University
Contracts
Attorney at Law

EMMA FALL SCHOFIELD. Appointed 1932.

A.B., LL.B., LL.M., Boston University

Counsellor to Women Students

Associate Justice of the First District Court of Eastern Middlesex

SECRETARIAL STAFF

ELIN VICTORIA PETERSON, *Secretary to the Vice-President*

CONSTANCE TENNEY TROTT, A.B., *Secretary to the Dean*

ISABEL CRAIG RAMSAY, *Recorder*

ELIZABETH BRECHEN HUNT, *Secretary to the Registrar*

MABEL ELLEN BEAN, *Secretary to the Bursar*

FLORENCE ELSIE BURTON, *Secretary to the Treasurer of the University*

THELMA GERTRUDE DUNN, *Bookkeeper, Treasurer's Office*

DAISY MILNE EVERETT, *Bookkeeper, Treasurer's Office*

MARY B. FOOR, *Manager of the Bookstore*

CAROLYN ELIZABETH LIGHT, A.B., *Office Secretary, Treasurer's Office*

ELLEN WHITEHOUSE PARKINSON, *Bookkeeper, Evening Division*

HELEN LOUISE SAMPSON, *Secretary to the President*

WORCESTER DIVISION

WILLIAM ALBERT LOTZ, A.B., *Director*

STAFF OF INSTRUCTION

CHARLES WATERS PROCTOR. Appointed 1918.

LL.B., Boston University

Torts

Attorney at Law

EDWARD FORRESTER MANN. Appointed 1919.

A.B., A.M., LL.B., Harvard University

Equity, Comprehensive Review

Attorney at Law

LOUE EUGENE STOCKWELL. Appointed 1919.

Ph.B., Brown University; LL.B., Boston University

Contracts

Attorney at Law, Stobbs & Stockwell

ARCHIBALD WILLIAM MITCHELL. Appointed 1923.

A.B., Clark University; LL.B., Harvard University

Property I

Attorney at Law

LEON EDWIN FELTON. Appointed 1925.

A.B., Clark University; LL.B., Harvard University

Evidence, Property III, Wills

Register of Probate

- CARL ERHARD WAHLSTROM. Appointed 1926.
A.B., Clark University; LL.B., Boston University
Personal Property, Sales
Assistant Register of Probate
- KLEBER ALEXANDER CAMPBELL, JR. Appointed 1927.
B.A., LL.B., Yale University
Bills and Notes, Agency
Attorney at Law
- GEORGE HAROLD MASON. Appointed 1928.
B.A., Dartmouth College; LL.B., Harvard University
Conflict of Laws, Property II, Bankruptcy
Attorney at Law, Vaughan, Esty, Clark & Crotty
- DWIGHT BRADBURN MACCORMACK. Appointed 1930.
A.B., Amherst College; LL.B., Harvard University
Criminal Law, Mass. Practice, Common Law Pleading
Attorney at Law, Poland & Davis
- DON DAY SWAIN. Appointed 1930.
A.B., Princeton University; LL.B., Harvard University
Constitutional Law
Counsel for Mass. Protective Assoc., Inc.
- WILLARD LESTER WYATT. Appointed 1930.
LL.B., Northeastern University
Procedure; Counsellor to Students
Attorney at Law, Johnson & Wyatt
- EDWIN WILSON HADLEY. Appointed 1931.
A.B., J.D., Stanford University; LL.M., Harvard University
Business Associations
Attorney at Law
- THORNE CALDWELL. Appointed 1934.
A.B., Colgate University; LL.B., Harvard University
Trusts
Attorney at Law

SECRETARIAL STAFF

IRMA McALLISTER BROWN, *Secretary to the Director*
LUCY ELIZABETH MORRILL, *Recorder*

SPRINGFIELD DIVISION

JOHN DOANE CHURCHILL, A.M., *Director*
ROBERT RICHARDSON EMERSON, B.C.S., *Treasurer*
RALPH LORENZO BOWEN, B.C.S., *Assistant Director and Bursar*
HORACE JACOBS RICE, B.S., LL.B., *Associate Dean*

STAFF OF INSTRUCTION

- HORACE JACOBS RICE. Appointed 1919.
B.S., Wesleyan University; LL.B., Harvard University
Wills, Contracts
Attorney at Law
- CHARLES RUSSELL CLASON. Appointed 1920.
A.B., Bates College; LL.B., Georgetown University; A.B. in Jurisprudence,
Oxford University
Equity, Suretyship
Attorney at Law, Simpson, Clason & Callahan
- FRANK AUCHTER. Appointed 1921.
LL.B., Northeastern University
Counsellor to Sophomore and Upper Class Students
Attorney at Law
- ROBERT WARE BODFISH. Appointed 1922.
A.B., Clark University; LL.B., Harvard University
Bills and Notes, Comprehensive Review, Library Reference
Attorney at Law
- DOUGLAS CROOK. Appointed 1922.
C.E., D.Sc., London University; LL.B., Northern Indiana University;
LL.M., Boston University
Property I, Property II, Property III
Attorney at Law, Ellis Title and Conveyancing Company
- GURDON WRIGHT GORDON. Appointed 1922.
A.B., Williams College; LL.B., Boston University
Legal Ethics
Attorney at Law
- RALPH STEVENS SPOONER. Appointed 1922.
A.B., LL.B., Harvard University
Massachusetts Practice, Evidence
Special Justice, District Court
- WILLIAM WOOD YERRALL. Appointed 1922.
A.B., Amherst College; LL.B., Harvard University
Sales, Partnership, Corporations
Attorney at Law, Allen, Yerrall & Bellows
- ERNEST WESTERVELT CARMAN. Appointed 1923.
A.B., LL.B., Harvard University
Bankruptcy
Attorney at Law
- GERALD JAMES CALLAHAN. Appointed 1924.
B.A., Yale University; LL.B., Harvard University
Common Law Pleading, Constitutional Law, Personal Property, Domestic Relations
Attorney at Law, Simpson, Clason & Callahan

- RAYMOND DEWITT MALLARY. Appointed 1927.
A.B., Dartmouth College; LL.B., Harvard University
Case Method
Attorney at Law, Mallary & Gilbert
- CLIFFORD STANLEY LYON. Appointed 1928.
A.B., Dartmouth College; LL.B., Columbia University
Criminal Law
Attorney at Law, Green, Bennett & Lyon
- RUSSELL LOUNSBERRY DAVENPORT. Appointed 1929.
B.S., Amherst College; LL.B., Columbia University
Trusts
Attorney at Law, Avery, Gaylord & Davenport
Special Judge of Probate and Insolvency, Hampden County
- CLARENCE RICHARD BROOKS. Appointed 1932.
S.B., LL.B., Harvard University
Legal History
Attorney at Law
- RICHARD STOWELL WOODBURY. Appointed 1935.
A.B., Bethany College; LL.B., Harvard University
Counsellor to Freshman Students
Attorney at Law
- ELIOT PALMER BROOKS. Appointed 1935.
A.B., Dartmouth College; LL.B., Harvard University
Insurance
Attorney at Law, Green, Bennett & Lyon

SECRETARIAL STAFF

CAROLINE EDITH BERGMANN, B.C.S., *Registrar*
VIOLET LILLIAN DESILETS, *Recorder and Secretary to the Director*

COMMITTEE ON ADMINISTRATION

EVERETT AVERY CHURCHILL, *Chairman*
GALEN DAVID LIGHT LUTHER NEWTON HAYES
JOHN DOANE CHURCHILL JAMES WALLACE LEES
SYDNEY KENNETH SKOLFIELD EBEN OSWELL SMITH
WILLIAM ALBERT LOTZ RUSSELL WHITNEY
ELIZABETH SAYLES, *Secretary*

COMMITTEE OF THE COLLEGIATE SCHOOLS

EVERETT AVERY CHURCHILL, *Chairman*
SYDNEY KENNETH SKOLFIELD EBEN OSWELL SMITH
JAMES WALLACE LEES RUSSELL WHITNEY

REQUIREMENTS FOR ADMISSION

1. The applicant must be of good moral character and possess general fitness for the study of law.

2. **Regular Students.** An applicant for admission as a regular student and a candidate for the LL.B. degree must, at the time of admission, have met at least one of the following educational requirements:

- (a) Graduation from an institution of recognized collegiate grade, or
- (b) Graduation from an approved secondary school, or
- (c) Completion of fifteen units* of secondary school work in an approved four-year day high school or in a school of equal grade, or
- (d) Completion of twelve units** of secondary school work in an approved day senior high school.

3. **Unclassified Students.** Persons desiring a knowledge of the law for a special purpose or for its cultural values, but not intending to apply for a degree, or for admission to the Bar, may be admitted as unclassified students, and permitted to enroll for individual subjects or for the complete program, but not as candidates for the LL.B. degree.

4. **Admission of Women.** Women are admitted to the School of Law in Boston and the Divisions in Worcester and Springfield under the same conditions as men.

5. **Admission with Advanced Standing.** Applicants meeting the requirements for admission as candidates for the LL.B. degree may be granted credit for one or more years' study pursued in another law school under the following conditions:

- (a) *Students transferring from Accredited Law Schools.* Applicants transferring from an accredited law school (a member of the Association of American Law Schools) will be given credit for all courses passed at the certifying school.

Those admitted with advanced standing will be required to complete courses at the two schools amounting to the full curriculum at Northeastern University School of Law. Irrespective of the number of courses passed at other institutions, such students will be required to complete courses amounting to a full year of work in Northeastern Law School in order to qualify for the LL.B. degree.

*A unit represents a year's study in any subject in an approved secondary school, constituting approximately a quarter of a full year's work. A four-year day secondary school curriculum is regarded as representing not more than sixteen units of work.

**Three units are assumed to have been completed in the junior high school

- (b) *Students transferring from Non-Accredited Law Schools.* Applicants whose work has been done in a non-accredited law school may be given advanced standing credit by examination only, in not to exceed two years' work. A student will be permitted to take advanced standing examinations only in those subjects in which he received a grade at the certifying school at least one grade higher than the passing grade in that school. Such courses, must, in every respect, parallel the courses in this School.

Students dropped from the rolls of non-accredited law schools will not be admitted under any circumstances.

6. Re-Admission. Former students who have not been registered in the School during the two school years immediately preceding that in which they seek re-admission to the School will be re-admitted only at the discretion of the Committee on Administration and under the following conditions:

- (a) They must meet the requirements for admission effective for the entering class in the year in which they seek re-admission.
- (b) They must meet the scholastic requirements which apply to the class to which they may be re-admitted.
- (c) They shall be subject to all rules and regulations effective in the School at the time of, or subsequent to, re-admission.

7. Application for Admission. Applications for admission should be filed early in order that the case of each applicant may be investigated and his status determined before the opening of school. A five-dollar matriculation fee must accompany the application blank.

8. The School reserves the right to reject, or to admit under special conditions, any applicant for admission even though the applicant may have the qualifications specified above, if in the judgment of the Administrative Committee, such action is deemed advisable.

9. High school graduates are reminded that beginning in September of 1938, the completion of two years of college work will be required of those who begin the study of law. This requirement in conformity with the rule of the Supreme Judicial Court quoted below, is not effective until 1938, and then concerns only those who commence their law study at that time, not those who begin the study of law before that date.

**RULES OF SUPREME JUDICIAL COURT
IN RELATION TO THE ADMISSION OF ATTORNEYS**

- . . 6. To be eligible for examination for admission to the Bar an applicant shall have received the following education:

(a) GENERAL EDUCATION

Every such applicant shall have graduated from a public day high school in the Commonwealth having a four years' course, or otherwise have received an education equivalent thereto in the opinion of the Board of Bar Examiners, and such education shall have been completed before the applicant began the study of law.

Every such applicant shall have completed one-half of the work accepted for a bachelor's degree in a college approved by the Board, or otherwise have received an education equivalent thereto in the opinion of the Board, and such education shall have been completed before the applicant began the study of law; provided, however, that this requirement shall not apply to applicants who begin the study of law as hereinafter provided prior to September 1, 1938.

(b) LEGAL EDUCATION

Every such applicant shall have completed a course of study in a law school having a three-year course and requiring students to devote substantially all of their working time to their studies, called a full-time law school, or in a law school having a course of not less than four years equivalent in the number of working hours to a three-year course in a full-time school, and in which students devote only part of their working time to their studies, called a part-time law school. Every applicant in order to be eligible for examination shall not only have completed a course in one of the above described law schools, but shall either have graduated therefrom or have passed examinations in all required subjects or failed to pass not more than two such subjects. An applicant may spend part of the required time in a full-time law school and a part in a part-time law school, provided he satisfies the Board that he has devoted to his studies in the two schools together the working time which would be required in either in order to graduate; and provided, further, that he has not failed to pass examinations in more than two subjects in the two schools together. Study in any law school which conducts its courses by correspondence or does not require the personal attendance of its students at its lectures or courses shall not constitute a compliance with this rule. . . .

The Board of Bar Examiners may from time to time, by regulations, establish standards and procedure for the determination by it of educational equivalents and for approvals under this rule.

This rule shall take effect upon its adoption. It shall not, however, apply to the eligibility of residents of the Commonwealth who are found by the Board to have begun the study of law in a law school of the character specified in this rule, or elsewhere in a manner satisfactory to the Board prior to the effective date of this rule, nor to non-residents who have thus begun such study in the Commonwealth. To such applicants the rules of the Board of Bar Examiners as to eligibility heretofore in effect shall apply; provided, however, that any applicant who is not engaged in the study of law at such effective date, and who has not pursued such study to a substantial extent for two years prior thereto, shall not have the benefit of this provision. (Effective June 30, 1934.)

TUITION, FEES, AND EXPENSES

Matriculation Fee. The matriculation fee of \$5 must accompany the application for admission and is payable only once on initial entrance to the School. This fee is refunded only in case an applicant is rejected by the School.

Tuition. The annual tuition fee is \$150 for all students carrying a full year program.

Tuition is payable in advance in quarterly installments on the following dates: \$35, plus the \$5 incidental fee, at the opening of school in September; \$40 on November 25; \$40 on January 27; \$35 on March 23.

In instances where the annual tuition fee for a partial or excess program is an amount other than \$150, the student will make payments in installments as follows: when the annual tuition charge is \$50 or less, it is payable in two installments; if between \$50 and \$100, in three installments; if over \$100, in four installments.

The tuition fee for students admitted to the Senior Class with advanced standing by transfer from accredited law schools is \$12 for each semester hour.

Students enrolled for less than a full year program are charged on the semester hour basis of \$12 for each semester hour, not to exceed \$150 in any school year.

Students carrying courses in excess of a full year program are charged for such additional courses at the rate of \$12 for each semester hour.

Students who are repeating courses are charged the regular tuition rates.

No deduction in tuition is made on account of late registration.

Students who cannot meet their tuition payments before the due date should arrange with the Bursar for the late payment of their tuition.

The University policy is that deferred arrangements will not be permitted for more than one quarterly installment of tuition at a time; in other words, each quarterly installment must be paid in full before the student may commence his attendance upon a subsequent quarterly period.

Incidental Fee. A fee of fifty cents for each semester hour, not to exceed \$5 in any year, is charged all students and is payable at time of registration. This fee covers library costs, outlines and other materials furnished the students.

Activities Fee. This is a yearly fee of \$2 which is charged in Worcester and Springfield.

Late Payment Fee. A fine of \$2 is imposed in each case where the tuition is not paid in full when due. This fee is charged only in Boston and Worcester.

Examination Fees. A fee of \$2 is charged for each make-up examination taken by a student who has previously failed an examination in a course. This charge applies to the final examination given at the close of a course when taken as a make-up, as well as to the condition examinations. This fee is payable before the examination may be taken.

A fee of \$2 is charged for each examination taken for advanced standing credit by students transferring from other law schools.

A \$2 fee is charged a student who takes an examination given at the time of the make-up examinations to remove an "Incomplete." If he takes a subsequent final examination to remove his "Incomplete," no fee is charged.

Graduation Fee. The fee is \$10, payable by all members of the Senior Class on or before May 1 of the year in which they expect to graduate.

Expense for Books. The average yearly expense for casebooks notebooks and other supplies is \$30. In many instances this expense may be reduced by purchasing used casebooks.

Through the efforts of the Class of 1935, a Lending Library has been established in the School in Boston, to assist students of limited means. Students may obtain books from this library, for use during the school year, upon the payment of a nominal sum.

Place of Payment. All bills for tuition and fees are payable at the office of the Treasurer of the University. Checks, drafts or money orders should be drawn payable to Northeastern University.

In General. Students are not permitted to attend lectures or to take any examinations or tests until they have paid their tuition or have made satisfactory arrangements with the Bursar of the University.

No student will be advanced in class standing or permitted to re-enroll in the University until all the bills of the previous year have been paid, and no degrees will be conferred upon students who have not paid all their dues to the University. No student will be given honorable dismissal from the School unless he shall have paid all his Law School bills.

All indebtedness to the University must be paid by all candidates for degrees at least one day before Commencement.

Withdrawals and Refunds. If a student withdraws for good cause from a course and is permitted subsequently to repeat it, he shall be credited with the tuition paid by him. Such credit cannot be applied

however, until the balance due on the course has been paid. This rule does not apply where refund has been made.

In the event a student is obliged to withdraw from the School in which he is enrolled for causes deemed adequate by the Committee on Withdrawals, the balance of the tuition paid will be refunded after the following deductions have been made:

- (a) Four per cent of the total yearly tuition charge shall be deducted for each week of attendance or fraction thereof, in the event of enrollment for a full school year.
- (b) In case the applicant has enrolled for a semester, the deduction shall be made on the basis of ten per cent of the total charge for each week of attendance or fraction thereof.
- (c) Attendance is computed from the opening date of the semester until the date of last attendance.

Application, laboratory, deferred agreement and other fees are not refundable. Diploma charges are exceptions and will be refunded in the case of non-qualification.

No refunds are granted unless the application for withdrawal, together with the request for refund, and supporting data, are filed within forty-five days after the student has ceased attendance.

METHOD OF INSTRUCTION

Northeastern University School of Law, in keeping with the practices in the best law schools, uses decided cases as the basis of its instruction.

The law is not a set of rules to be learned, but a science which demands the most careful attention to methods, both of teaching and of study.

The Case Method of instruction accomplishes two things:

First, it gives the student a knowledge of the law and develops his powers of legal analysis in a more effective manner than is possible by any other system.

Second, in his work as a student, he is doing what he will later be doing as a lawyer; that is, dealing with the facts of the cases, analyzing and dissecting these facts and arriving at proper conclusions.

Such analysis and discrimination constitutes a large portion of the work of a lawyer in the practical, everyday affairs with which he is confronted. No knowledge of principles acquired wholly apart from the facts from which they arise can replace the practical values which come from the actual dissection and analysis of cases by the student in his study or with the instructor in the classroom. The student who has acquired his knowledge of the law under the case system enters the practice with a decided advantage over students who have been trained by other methods.

The Case Method of instruction makes necessary the careful study of assigned cases by the students in advance of the class discussion. This is provided for at Northeastern University by scheduling classes on three evenings of the week, thus leaving time for class preparation. Experience has demonstrated the educational soundness of such a program.

The Case Method of instruction as followed at Northeastern University is especially adapted to evening instruction. It is carried out in the following manner:

1. A brief statement is made to link the work for the evening with that which has gone before.
2. The cases from which the general legal principle is later to be deduced are considered.
3. The doctrine of the case is evolved.
4. The principle is tested and applied through the consideration of other cases by way of contrast and otherwise.
5. The principles thus developed are summarized.

This method of instruction, based on the preparation of assigned cases in advance of the class period, develops an interest and enthusiasm for the law which is not found under any other method, and what is more important, develops that soundness of legal reasoning and knowledge of the law so essential to success at the bar.

COURSES OF INSTRUCTION

The University reserves the right to withdraw, modify or add to the courses offered, or to change the order of courses as may seem advisable.

FIRST YEAR

Torts. Sec. A, Thurs. 7-9; Sec. B, Tues. 7-9; throughout the year. 4 semester hours.

Bohlen & Harper's Cases on Torts, Special Edition. Definition of tort; theory of liability in tort; distinctions between tort and breach of contract; defenses to torts or apparent torts; assignability of right of action in tort; damages; discharge of torts; disability, including responsibility of infants, married women, insane persons, municipal corporations and charities for torts; assault and battery; false imprisonment; trespass to property; slander and libel; slander of title; enticement and seduction; loss of consortium; deceit; infringement of trademarks; malicious prosecution; negligence.

MR. STORER

Contracts. Sec. A, Tues. 7-9; Sec. B, Mon. 7-9; throughout the year. 4 semester hours.

Costigan's Cases on Contracts, Third Edition. Offer and acceptance; consideration; performance of, or promise to perform, an existing legal obligation as consideration; moral obligation as consideration; past or executed consideration; parties to a contract, including aliens, executors and administrators, guardians, infants, insane persons, intoxicated persons and married women (omitting agents, corporations and partners as these subjects are given in other courses); contracts under seal, including the form, requisites thereof, delivery and the matter of consideration; rights of beneficiaries under a contract; rights of assignees of a contract; conditions in contracts; rescission of contracts; damages for breach of contract; illegality; duress; mistake; statute of frauds, quasi-contracts.

DR. HADLEY

Pleading and Procedure. Sec. A, Mon. 7-8; Sec. B, Thurs. 7-8; throughout the year. 2 semester hours.

Introduction to the Study of Law, Morgan; Keigwin's Cases on Common Law Pleading, Second Edition. The Case Method of law instruction, its origin and a comparison of it with other methods of instruction; the sources of our law; constitutions, common law and statutes; distinctions between law and equity; divisions of the law, civil, criminal and otherwise; adjective law and substantive law; the common law, its origin and underlying principles; the doctrine of *stare decisis*; the relative value of textbooks, casebooks, digest and the reports; how to read and abstract a case; differentiation between decision and dicta; imperative and persuasive authorities. Procedure from the original writ to appeal and review of judgment; how a right may be enforced and a remedy obtained in the courts; venue of actions; forms of actions, local and transitory, real, personal and mixed; original and judicial writs; pleadings, their necessity, uses, forms and rules by which they are governed; the effect of pleadings in conduct and results of the trial; protection of rights of the parties before, during and after trial, and before and after judgment; revision of proceeding, exceptions, appeal and review.

DR. ROGERS

Criminal Law. Sec. A, Mon. 8-9.30; Sec. B, Thurs. 8-9.30; throughout the year. 3 semester hours.

Sayre's Cases on Criminal Law. Sources of criminal law; the elements of crime; effect of consent, condonation, negligence, or other misconduct of person injured, coercion and necessity; criminal intent; effect of mistake of fact, infancy, insanity, and intoxication; the criminal act; attempts; parties in crimes; assault and battery; mayhem; false imprisonment; abortion; rape; murder and manslaughter; larceny; embezzlement; obtaining property by cheats and false pretenses; receiving stolen property; burglary; arson, forgery; libel; perjury; conspiracy; criminal procedure in Massachusetts.

MR. RICHTER

SECOND YEAR

Property I. Mon. 7-9; throughout the year. 4 semester hours.

Bigelow's Cases on Rights in Land, Second Edition. The feudal system; tenure in land; estates in land; including their creation and methods of conveyance under the feudal system;

reversions, remainders and other future estates; joint ownership; disseisin and the remedies therefor; uses and trusts; rights incidental to possession, viz; air; right to lateral support; streams; surface and underground waters; rights of reversions; rights in the land of another, viz; profits; easements; licenses; covenants running with the land; rents; waste; public rights in waters and highways.

Warren's Cases on Conveyances. Acquisition of real property inter vivos. Accretion; adverse possession; prescription; form of conveyances at common law; deeds, — description of property granted, boundaries, estates created, incorporeal hereditaments, covenants for title, estoppel by deed, execution, delivery; dedication; examination of titles.

MR. ELIAS FIELD

Equity. Wed. 7-9; throughout the year. 4 semester hours.

Cook's Cases on Equity, Second Edition. History, nature, and limits of the jurisdiction; the jury in equity; the maxims; assignments; equitable rights, including accident and mistake, fraud, notice, estoppel, conversion, adjustment of liabilities; equitable remedies, with particular attention to specific performance and injunctions; reformation and rescission, account, and other pecuniary remedies.

MR. BLACKMAN

Bills and Notes. Fri. 7-8; throughout the year. 2 semester hours.

Campbell's Cases on Bills and Notes. The provisions of the General Laws of Massachusetts, Chapter 107 — Negotiable Instruments Law (in Massachusetts only). Formal requisites of negotiable and non-negotiable bills of exchange, checks and notes; obligations and rights of the various parties to such instruments, makers, acceptors, drawers, drawees, payees, indorsers and indorsees; suits upon bills and notes; pleading and defenses, accommodation paper, bankers' and trade acceptances; letters of credit; guaranty and generally of the transfer, negotiation and extinguishment of bills and notes.

MR. SWAIN

Personal Property. Fri. 8-9.30; first semester. 2 semester hours.

Fraser's Cases and Readings in Property, Vol. II. Distinction between real and personal property: possession, bailment; finder; lien; pledge; acquisition of ownership in chattels, including bona fide purchase, adverse possession, accession, confusion, judgment, satisfaction of judgment, and gift; fixtures and emblements.

MR. SWAIN

Sales. Fri. 8-9.30; second semester. 2 semester hours.

Williston & McCurdy's Cases on Sales. Sales and mortgages of personal property; historical and philosophical basis of this branch of law; subject matter of a sale; parties to a sale; the effect of fraud; passage of title; risk of loss; rights of the seller under the contract; conditional sales; documents of title; warranties expressed and implied; the rights of the buyer under the contract, and formalities of the contract.

MR. LEE

THIRD YEAR

Corporations. Mon. 7-9; throughout the year. 4 semester hours.

Warren's Select Cases on the Law of Private Corporations, and Supplementary List. I, The nature of a corporation: II, Intra corporate problems, voting control, management, stockholders' rights, control by managers, securities; III, Inter corporate problems, powers of corporations, unauthorized corporate action, ultra vires, rights of creditors, reorganization.

MR. DAVISON

Trusts. Wed. 7-9; throughout the year. 4 semester hours.

Scott's Cases on Trusts, Second Edition. Embracing the nature of a trust including analytical and practical distinctions between trusts and bailments, debts or contracts, conditions, mortgages and other relationships with emphasis upon the relation between banker and customer and broker and customer; the creation of a trust including intention, matters of consideration and the statutes of frauds and wills; the elements of a trust, its subject matter, the trustee and the *cestui que trust*; the charitable or public trust; resulting and constructive trusts and a consideration of typical situations where trusts are imposed

by law; the administration of trusts; the nature of the *cestui que trust's* interest; powers and duties of the trustee, the investment of trust funds and the liabilities of the trustee to the beneficiary; liabilities to third persons; the doctrine of *bona fide* purchase and the consideration of what persons are bound by a trust; the transfer of the interest of the *cestui que trust* and the termination of a trust.

MR. SHATTUCK

Property III. Fri. 7-9; first semester. 2 semester hours.

Kale's Cases on Future Interests. Future and conditional interests in property.

Estates on condition, rights of entry for condition broken, license and waiver of breach, possibilities of reverter, reversions, vested and contingent remainders, future uses, executory devises and bequests, failure of executory devises, construction of limitations, cross-limitations, vesting of legacies, gifts on failure of issue, ascertainment of classes, powers, rule against perpetuities, restraints on alienation, illegal and impossible conditions.

MR. JOHNSON

Agency and Partnership. Fri. 8-9.30; first semester. 2 semester hours.

Mechem's Cases on Agency, Second Edition. Agency defined; actual or ostensible; agency distinguished from trust, from sale, from lease; creation of the relation; scope of agency; authority and power of agent, manner of execution of authority; effect of relations as between principal and agent, between agent and third persons, and between principal and third persons; liability of principal for acts of agent; liability and rights by ratification; delegation of authority; duties and liabilities of the agent to third persons, to principal; undisclosed principal; duration and termination of the relation.

Embracing the creation of partnership; rights and duties of partners among themselves; power of partners to bind firm; individual liability of partners; dissolution.

MR. RICHARD FIELD

Property II. Fri. 7-9; second semester. 2 semester hours.

Mortgages: The characteristic mortgage doctrines; the long and statutory short forms; equitable mortgages; construction loan mortgages; deficiency judgments; effect of passage of time on mortgages; taxes; insurance; assignment by mortgagee and mortgagor; merge; partial release and discharge; marshaling; special emphasis on the practice of foreclosure; redemption.

Landlord and tenant; Leases distinguished from licenses; special emphasis on the drafting of leases with relation to particular types of premises and particular needs of parties; creation and termination of leases for years, at will and at sufferance; special emphasis on liability in tort of both landlord and tenant for defects in the premises.

MR. JOHNSON

FOURTH YEAR

Evidence. Thurs. 7-9; throughout the year. 4 semester hours.

Morgan & Maguire's Cases on Evidence, with Special Supplement. Rules of evidence in the Federal courts; machinery of the trial; examination of witness; refreshing recollection of witnesses; impeachment and corroboration of witnesses; admissions and confessions; character evidence; the opinion rule and the expert witness; the hearsay rule; statutory exceptions to the hearsay rule; common law exceptions to the hearsay rule including dying declarations, statements of fact against interest, pedigree, entries in the regular course of business, official records, declarations as to physical and mental condition, *res gestae*; real evidence; best evidence rule; authentication of documents; handwriting evidence; privilege against self-crimination; privileges based on the marriage relationship; attorney-client privilege; judicial notice; the parol evidence rule; presumptions and burden of proof.

MR. SPALDING

Constitutional Law. Tues. 7-9; first semester. 3 semester hours.

Long's Cases on Constitutional Law. Written and unwritten constitutions; history and sources of written constitutions in the United States, state and national; establishing and amending constitutions; distribution of powers between the national and state governments; distribution of powers among the three departments; the judicial department; nature of

judicial power; jurisdiction of the federal government, criminal and civil; express, implied, resulting and inherent powers; functions of administrative officers; citizenship; civil and political rights; the police power; the right of eminent domain; taxation; impairment of contracts, *ex post facto* and retrospective legislation generally, regulation of commerce.

MR. DORMAN

Massachusetts Practice and Pleading at Law and in Equity. Mon. 7-9; second semester. 2 semester hours.

Divisions of courts in Massachusetts and jurisdiction of each; venue of actions, writs and service of same; indorser for costs; attachment of property on mesne process, by trustee process, and in equity; arrest on mesne process; entry of actions; appearances; non-suits and defaults; the Practice Act; the pleadings including declarations, motions to dismiss, answers and pleas in abatement, demurrers, and answers and pleas in bar; amendments; specifications; interrogatories; depositions; demand to admit facts; set-off, recoupment and cross actions; marking cases for trial; advancing actions for speedy trial; auditors, masters and assessors; tender and offer of judgment; motions, claim for jury trial; jurors, summoning witnesses; procedure at trial; verdicts; motions for new trial; motions in arrest of judgment; appeals; exceptions; reports; reservations; judgments; executions.

MR. BLACKMAN

Conflict of Laws. Fri. 7-9; second semester. 2 semester hours.

Humble's Cases on Conflict of Laws. Comity; reciprocity; public policy; doctrine of renvoi; domicile; capacity; family law; inheritance; foreign administrations; property; contracts; torts and some procedure.

MR. SHATTUCK

Bankruptcy. Mon. 7-8; first semester. 2 semester hours.

Britton's Cases on Bankruptcy. History of bankruptcy legislation, state and national; extent and operation of state insolvency laws; who may become a bankrupt; who may be petitioning creditors; acts of bankruptcy, including fraudulent conveyances, preferences and assignments for the benefit of creditors; what property passes to the trustee; dissolution of liens; what claims are provable against the bankrupt's estate; duties and powers of the trustee; duties of the bankrupt; discharge from bankruptcy; compositions in the bankruptcy court; bankruptcy procedure.

MR. BLACKMAN

Wills. Mon. 8-9.30; first semester. 2 semester hours.

Costigan's Cases on Wills, Second Edition. Escheat; descent; statutory rules; wills — kinds, alternatives, advantages and scope of; execution, sound mind, fraud and undue influence; mistake; form; attestation; incorporation by reference; revocation by change in circumstance; by subsequent instrument; by physical act; dependent relative revocation; revival; republication; lapsed, void and adeemed gifts; conflict of laws; construction, probate and administration; jurisdiction; procedure; powers of representative; payment of debts; payments of legacies and distribution; statutory rights and allowances; practice.

MR. BLACKMAN

Legal Ethics. Tues. 7-9; second semester.

Lectures on the duty of the lawyer to the courts; the defense or prosecution of those accused of crime; adverse influences and conflicting interests; the duty of the lawyer to his client; negotiations with the opposite party; acquiring interests in litigation; the lawyer's fee; contingent fees; the duty of the lawyer to his fellow lawyers; the duty of the lawyer to the adverse party and witnesses; the conduct of the lawyer in court; advertising; the responsibility of the lawyer for litigation; the duty of the lawyer to society at large.

Moot Court.

A moot court is conducted in connection with the course on Practice and Pleading. In this court actions are commenced, tried and prosecuted to a final adjudication. Students are designated to act in the capacity of attorneys, clerks and parties. In this way the student is by example familiarized with the conduct of litigation.

This course also offers opportunity for practical instruction in many phases of trial evidence as well as in the ethical duties of the lawyer in court.

SUMMER SESSION

BOSTON ONLY

The Summer Session is designed to accomplish two purposes: first, to offer certain courses from the regular curriculum, in order that students who wish to do so, may lighten their load of work during the regular session; second, to offer certain elective courses not available in the curriculum of the regular school session.

During the Summer Session of 1935 the two courses of Torts and Property III from the regular curriculum will be offered. The elective course of Insurance will also be offered.

TORTS

The course of Torts will begin on Monday evening, July 1, and will meet each Monday, Wednesday and Friday evening during July and August. For a detailed description of this course, see Page 25.

PROPERTY III

The course of Property III will begin on Monday evening, July 8, and will meet each Monday, Wednesday and Friday evening, closing with the final examination on August 16. This course will correspond in every respect to the course offered during the regular school session, a detailed description of which is given on Page 27.

Students, who because of a failure in either of these courses are required to repeat the course, should plan to enroll for the summer course if possible, and avoid the necessity of carrying an extra subject during the following school year.

INSURANCE

A short elective course of 12 lectures in Insurance will be given, starting on Tuesday evening, July 9, and closing on August 15. The course will meet each Tuesday and Thursday evening during that period, from 7 to 9 P.M.

Tuition charges for these courses, including the Incidental Fee, are as follows: Torts, \$50; Property III, \$25. The charge for the course of Insurance is \$10 for members of the student body, and \$15 for those who are not members of the student body.

COMBINED LAW AND BUSINESS PROGRAM

The complexity of modern business activity makes it highly desirable for the lawyer to have an adequate knowledge of the principles of sound business administration. It is likewise becoming increasingly necessary for the business man to have a knowledge of the law. In order to meet this need and to provide such training for law and business students, the Evening School of Law and the Evening School of Business of Northeastern University offer a combined six-year program in business and law leading to the B.B.A. degree.

All business is organized and conducted on a legal basis. For this reason executive positions in many business enterprises demand a knowledge of the law upon the part of those who are to be successful. Underlying the present large scale marketing and production which characterize modern business is a network of law which safeguards the rights of business men as they deal with one another and also defines the channels in which business practices shall be directed and through which they shall move. The man who approaches business with a keen knowledge of the principles of law underlying business will bring to his position an advantage which will be of inestimable worth to business.

The combined six-year program offered by the University provides a sound and basic knowledge of those principles of law and business so essential for success in the various fields of business. This program has been introduced in response to a request for a course of study which will adequately meet the needs of the following groups: those employed in banks and trust companies; insurance officers and claim adjusters; real estate operators; accountants; those engaged in executive positions in business and industrial organizations; those now in the legal profession.

The normal period of attendance for this program is 6 years, 32 weeks each year, 3 evenings each week, and 2 hours each evening, except for those who enter with advanced standing credit. Those who wish to attend less than 3 evenings a week may do so and take a longer period of time to complete the program. Those completing this program and receiving the B.B.A. degree, may continue in the School of Law and qualify for the LL.B. degree in approximately 2 additional years of study, provided they met the requirements for admission as regular students in the Evening Division of the University at the time of their initial registration.

Those who have already completed their law training in an approved school of law may receive advanced standing credit toward the B.B.A. degree for the law courses.

COMBINED LAW AND BUSINESS PROGRAM

PRESCRIBED SUBJECTS FOR DEGREE OF BACHELOR OF BUSINESS ADMINISTRATION

	<i>Semester Hours</i>
Contracts	4
Personal Property	2
Sales	2
Agency and Partnership	2
Bills and Notes	2
Property I	4
Property II	2
Corporations	4
Constitutional Law	2
Equity	4
Trusts	4
Fundamentals of Business Management	4
Business English and Letters	4
Business Economics	4
Thesis Seminar	2
Thesis	4
Business or Professional Experience	24
	<hr/>
Total	74

Elective Subjects (26 Semester Hours to be chosen from the following)

Introductory Accounting	4
Intermediate Accounting	4
Accounting Aids to Management	4
Accounting Problems	4
Cost Accounting	4
Auditing	2
Income Tax Procedure	4
Constructive Accounting	2
Accounting Theory and Problems	4
C.P.A. Comprehensive Review	4
Marketing	4
Advanced English	4
Public Speaking	2
Business Reports and Conferences	2
Financial Organization	4
Business Statistics	4
Economic Development of U.S.	2
Business Psychology	2
Management Problems and Policies	4
Government Controls in Business	4
Business Planning and Research	4
Business Administration Seminar	4

Students in this course who are employed in the Trust Department of a bank or are in a position where a knowledge of Wills and Equity may be of value, may be permitted to substitute these two courses for other prescribed law courses upon approval of the Dean of the School of Business.

For a description of the Business Courses, see the catalog of the School of Business. A copy will be sent upon request.

ADMINISTRATIVE POLICIES AND REGULATIONS

The policy of the School is to maintain such high standards of instruction and scholarship as will assure for the evening student an education as nearly as possible equivalent to that offered in the average day law school, yet with a program formulated to meet the needs of employed men and women. The standards and ideals of the School are high and are constantly being raised at every point that will make for greater efficiency. In the formulation of the policies of the School particular care has been taken to design a class schedule which will provide adequately for classroom instruction and yet will give opportunity for outside preparation upon the part of the student. The purpose of the School is to maintain such standards as will enable those employed during the day, who have a reasonable educational equipment before beginning the study of law, to obtain a thorough knowledge of the law, and to prepare effectively for the active practice of the law. It is believed that the administrative rules and standards of Northeastern are the minimum compatible with the achievement of this fundamental objective.

REGISTRATION

The filing of an application for admission to the School does not constitute registration. All students, including those entering the School for the first time, are required to register and arrange for the payment of their tuition during the registration period. (See calendar, Page 3.)

Students are urged to register before the opening date whenever it is possible to do so.

New students should not wait for formal notice regarding admission but should register and commence work at the beginning of the school year.

A registration bulletin giving full instructions will be mailed to each student and applicant previous to the registration period.

ATTENDANCE UPON LECTURES

Students are expected to attend with regularity the sessions of the classes in which they are enrolled.

In order to receive credit for attendance, a student must be present in the classroom during the entire period, unless his presence for a shorter period is accepted by the Committee on Administration.

A student who has been in attendance upon one-half of the class sessions in a course is permitted to take the final examination.

A student who has attended seventy-five per cent or more of the class sessions in a course is permitted to pass if he attains a grade of sixty per cent in the course.

A student who attends less than seventy-five per cent but more than fifty per cent of the class sessions in a course is permitted to pass if he attains a grade of seventy per cent in the course.

The required period of attendance at the School in Boston is four years except for students entering with advanced standing.

In the Worcester and Springfield Divisions the required period of attendance at the School is five years.

REGULAR EXAMINATIONS

One final examination is given at the close of each course.

In case a student is excused from an examination by the Committee on Administration, he may take the next regular or make-up examination in the subject.

A student who has received a passing mark in a course may not take another examination for the purpose of raising his grade, unless he again regularly takes the course.

MAKE-UP EXAMINATIONS

The taking of a make-up examination is a privilege to be granted at the discretion of the Committee on Administration.

The dates of the make-up examinations are given in the schedule on Page 4.

Students who are permitted to remove their conditions by make-up examinations may do so either by taking the examinations at the make-up examination period or by taking as make-ups the final examinations in the subjects in which they are conditioned.

In case of an unsatisfactory grade in a course, all test grades are cancelled and the student is required to answer all ten questions on the make-up examination, these ten questions to be graded on a basis of 100 per cent.

A student is not permitted to take more than two* make-up examinations to remove an unsatisfactory grade.

A student who, because of an unsatisfactory grade in a final examination in a course, has been given the privilege of a re-examination, will be required to obtain a minimum passing grade of sixty-five per cent, and will be given credit for the mark obtained upon such re-examination up to, but not exceeding, seventy per cent.

A student who is required to repeat a course must secure a minimum grade of sixty-five per cent in the course which he is repeating in order to pass.

TESTS

Four tests are regularly given in each full-year course and two tests are regularly given in each half-year course. Each test counts a maximum of five points toward the final grade in the course.

*One, in the Springfield Division.

A student who is unable to take a test when it is regularly scheduled is required to answer an additional question upon the final examination.

A student who receives a passing grade in a test is not permitted to repeat the test at any subsequent period for the purpose of raising his grade. If the student receives a "Failure" grade in a test he is expected to take a make-up test in that subject in connection with the final examination.

SPECIAL EXAMINATIONS OR TESTS

Special examinations or tests will not be given under any circumstances. No exceptions are made to this rule.

DISCIPLINE

Attendance at the University is a privilege and not a right. The Committee on Administration reserves to itself the right to require the withdrawal of any student at any time whom it may deem unworthy either on account of his neglect of study, his incapacity for the law, or for any grave defect of conduct or character, and no reason for requiring such withdrawal need be given.

MARKS

The work of each student shall be graded upon examinations, according to the following scale:

	A	Excellent work
	B	Good work
	C	Fair or average work
	D	Lowest passing grade
	E	Unsatisfactory*
	F	Failure**
No examination	Inc.	Incomplete

Grade reports are mailed to students from the office of the Dean or of the Divisional Director.

PROMOTION

1. Promotion from Law I to Law II and from Law II to Law III:

(a) A student having a general average of sixty-two per cent shall be entitled to promotion from Law I to Law II if he has passed all of the required courses of the first year.

*An unsatisfactory grade may be made up by taking the make-up examination and obtaining a minimum of sixty-five per cent for the course, or by repeating the course in its entirety and obtaining a minimum of sixty-five per cent.

**A failure may be made up, but only by repeating the course in its entirety and obtaining a minimum of sixty-five per cent in the course.

(b) A student having a general average of sixty-four per cent shall be entitled to promotion from Law II to Law III, if he has passed all of the required courses of the first and second years.

(c) If a student has failed in one or more of the courses of the first year, or of the first and second years:

(i) He may be dropped from the School or required to review in full, or in part, an entire year of work; or,

(ii) If he has an average of sixty-seven per cent in the courses which he has passed he may be permitted, by consent of the Committee on Administration, to continue with the subjects of the next year, with the understanding that any conditions which he may have must be removed at the earliest possible opportunity.

2. Promotion from Law III to Law IV:

(a) A student having passed all of the courses of the first three years shall be entitled to promotion to Law IV provided he has a general average of sixty-seven per cent.

(b) If a student has failed in one or more of the courses of the first three years:

(i) He may be dropped from the rolls of the School or required to review in full, or in part, an entire year of work; or,

(ii) If he has an average of sixty-seven per cent in the courses which he has passed, he may be permitted, at the discretion of the Committee on Administration, to continue with the subjects of the senior year, with the understanding that any conditions which he may have must be removed at the earliest possible opportunity.

(c) In the Worcester and Springfield Divisions where a five-year program is required, promotion from Law IV to Law V is the same as from Law III to Law IV as outlined under paragraph 2.

3. Other requirements:

The minimum general average required for the LL.B. degree is as follows:

(a) With no conditions in any law school subjects — an average of sixty-seven per cent.

(b) With one unsatisfactory grade in the subjects of the last two years — an average of seventy per cent.

(c) A student who is unable to meet the requirements for promotion, may, at the discretion of the Committee on Administration, be permitted to spend a year in review. If not permitted to review, the student will be dropped from the rolls of the School.

(d) The Committee on Administration reserves the right to ask any student to withdraw from the School or to review single courses or a full year's program, even though the student may have met the requirements for promotion from year to year, if in the judgment of the Committee such action is advisable.

(e) No student who fails, on account of law conditions, to receive his degree in due course, will be permitted to remove his conditions and qualify for the LL.B. degree by examination only, later than one year following the graduation of his regular class, or other than by actually repeating in their entirety and obtaining passing grades in all courses in which he has failed. Permission to repeat courses and the conditions under which such work can be taken will, in each individual case, be decided upon by the Committee on Administration.

REQUIREMENTS FOR THE DEGREE

In order to qualify for the degree of Bachelor of Laws, a student must meet the following requirements:

1. Be at least twenty-one years of age at the time of receiving the degree.
2. Comply with the entrance requirements for admission as a regular student.
3. Make the required attendance upon lectures.
4. Make the required marks in all courses scheduled for the degree.
5. Secure the required general average in his courses.

Each candidate for graduation should file an application for the degree together with his graduation fee in the Law School office not later than May 1 of the year in which he expects to receive his degree.

HONORS

Cum Laude. Students who pass all of the courses in the four-year curriculum and attain an average grade of between eighty-five per cent and ninety-one per cent, both inclusive, will be recommended for the degree, *Cum Laude*.

Magna Cum Laude. Students who attain an average grade of ninety-two per cent or better throughout the four years will be recommended for the degree, *Magna Cum Laude*.

GENERAL

The University reserves the right to advance the requirements regarding admission, to add to, eliminate, or change the arrangement of courses, the requirements for graduation, tuition fees and other regulations affecting the student body. Such regulations will affect both new and old students.

The use of good English is required in all courses. Any student who is found to be deficient in English, whether in the details of spelling or grammar, or in the larger matter of the clear expression of ideas, will be required to receive special instruction designed to correct his deficiencies.

SCHOLARSHIPS AND PRIZES

BOSTON

LAW SCHOOL HONOR SCHOLARSHIPS

Northeastern University has created within the School of Law the following scholarships:

1. Three \$100 scholarships to be awarded respectively to the member of the Junior, Sophomore and Freshman class who receives the highest scholarship average, provided he re-enrolls for the next year. In the event he does not re-enroll, the student having the second highest scholarship average shall be awarded the scholarship.

2. Three \$75 scholarships to be awarded respectively to the member of the Junior, Sophomore and Freshman class ranking next highest to the student who receives the \$100 award, provided in each instance that the student re-enrolls for the next year. In case of non-re-enrollment, the next highest ranking student shall receive the award.

3. Three \$50 scholarships to be awarded respectively to the member of the Junior, Sophomore and Freshman class ranking next highest to the student who receives the \$75 award, provided in each instance that the student re-enrolls for the next year. In case of non-re-enrollment, the next highest ranking student shall receive the award.

THE KAPPA DELTA KAPPA SCHOLARSHIP

A scholarship gift to be awarded annually to the member of the Sophomore class, who, in the opinion of the administrative officers of the School, has through his personality, character, conduct, service and scholarship made the greatest contribution to the School. This award is to be made only in the event the student returns for his Junior year.

BENJAMIN GINSBERG MEMORIAL SCHOLARSHIP

A fund given by the Upsilon Delta Sigma Fraternity to establish a scholarship in memory of Benjamin Ginsberg of the Class of 1927. The scholarship is to be awarded annually to the highest ranking student of the Sophomore class.

SIGMA TAU EPSILON FUND

A fund of \$100, the income to be used to purchase a prize in the form of a book to be presented to the student whose grades rank the highest in the Freshman year. The student is to be presented with this prize only in the event he re-enrolls for his Sophomore year.

THE GAMMA KAPPA NU SCHOLARSHIP FUND

A fund of \$800, the income to be used as a scholarship gift in the form of the first installment of tuition in the Senior year.

This scholarship gift "shall be presented annually to that woman in the Junior class who has done the most for the School and has also maintained a high scholarship in her studies, and provided that she registers for her Senior year."

PHI PI CHI SCHOLARSHIP

A fund, the income of which is to be used to purchase a prize in the form of a law book, to be presented to the student whose grades rank among the first ten on the Dean's List in the Freshman year.

The Executive Council of the Chapter in conjunction with the Faculty Adviser shall select the student. Presentation is to be made only in the event that the student enrolls for his Sophomore year.

WORCESTER DIVISION

FRESHMAN SCHOLARSHIPS

Awards of \$50 toward Freshman tuition are available to graduates of several Worcester County high schools. They are made upon the basis of academic excellence for, and at the termination of, the full secondary school course. One of these is granted to that student who, of the first five in average for the school course, shall stand highest of the number from this group who anticipate admission the subsequent fall to Northeastern University, Worcester Division.

SPRINGFIELD DIVISION

JUNIOR SCHOLARSHIP

A scholarship of \$25 is awarded annually at Commencement to that student of the Junior Class who has made the highest average grade in all courses from his Freshman to Junior years inclusive. The scholarship is donated by Delta Chapter of the Pi Tau Kapppa Fraternity.

SOPHOMORE SCHOLARSHIP

A scholarship of \$25 is awarded annually at Commencement to that student of the Sophomore class who has made the highest average grade in all courses. The scholarship is donated by Alpha Chapter of the Epsilon Phi Sigma Fraternity.

FRESHMAN SCHOLARSHIPS

Awards in multiples of \$20 toward Freshman tuition are available to graduates of the several Connecticut Valley high schools. They are

made upon the basis of academic excellence for, and at the termination of, the full secondary school course. One of these is granted to that student who, of the first ten in average for the course, shall stand highest of the number from this group who anticipate admission the subsequent fall to Northeastern University, Springfield Division.

STUDENT AID FUND

A limited fund originated by thoughtful undergraduates, augmented by certain faculty support, from which meritorious students may obtain loans from time to time for tuition usage. It is administered by the Director of the Division. Applications for aid should be made through the Bursar.

GENERAL INFORMATION

THE STUDY OF LAW

A large number of the most successful men in nearly every field of activity, although unable to attend a day law school, have had a training in the law; and the demand for such men is constantly increasing and will continue to increase with the economic and social evolution of the country.

Mr. Myron C. Taylor, Chairman of the Finance Committee of the United States Steel Corporation makes the following statement regarding the importance of legal education:

"As a member of the New York Bar for over thirty years, and during that time having been in close contact with a number of industrial, commercial, banking and railroad enterprises, the growing need has been emphasized in my mind for competent and well trained lawyers to guide in the handling of the larger affairs of the country.

"It has also appeared to me that in the public affairs of the day, both at home and abroad, in peace and at war, no group of men has made a greater contribution than the members of the bar."

EVENING EDUCATION IN THE LAW

The economic demand for men and women who are trained in the law has been followed by a demand on the part of increasing numbers of men and women for a legal education. Many of those desiring to study law were unable to attend law classes during the day. Accordingly, evening law schools were established to meet a very real need.

In 1933 there were 185 law schools in the country, of which 70 were part-time law schools. The total attendance of law students in all schools was 38,260. Of these students, 12,653, or 33.1 per cent, were enrolled in strictly part-time law schools.

The ambitious man or woman who is unable to attend a day law school will obtain in those evening law schools which have high standards of admission and instruction, adequate preparation for the bar examinations and the subsequent practice.

THE COUNSELLING SERVICE

One of the most important services rendered by the School is made available through the Counsellors. This service is under the direction of an experienced Counsellor who devotes his full time to the work. The Counsellors co-operate with and supplement the work of the instructors. They have no administrative functions, their full time being given to the students.

The Counsellors are responsible for three types of service: They counsel and guide students in the numerous problems that grow out of the class work. They grade such tests and examinations as are not handled by the instructors. They are responsible for training students in proper methods of study.

This training is built around the notebook requirements. All students are required to keep proper notebooks in which to abstract assigned cases and to keep adequate notes of the class discussion and lectures. These notebooks are turned in for correction at the close of the course.

The intimate, personal work of the Counsellors with the students, especially in connection with the required notebook work, results in: (a) a more rapid development of the powers of legal analysis; (b) the development of a much finer and more comprehensive knowledge of the law; (c) economy in the student's use of time, manifesting itself in his preparation of class work, reviewing for examinations, and in making his use of available time for study much more valuable and meaningful.

THE STUDENT BODY

Many of the students in the School are studying law primarily as a preparation for the practice of the profession. Because business leaders and executives have realized the increasing value of a training in law, many students pursue this curriculum in order to accomplish a more efficient functioning in business. The study of the law, because of its broad social and cultural aspects has proved of especial value as an exploratory medium to many students who wish to discover their own aptitudes and abilities and to decide as to their life work. Still other students desire the informational and cultural advantages of a law training.

THE ALUMNI

The alumni of the School have been successful, not only in the field of the law, but in many other lines of activity. Most of the graduates of the School are engaged in the active practice of the law, and in court work, serving as judges, clerks of court, and in probate work. Others who are not practicing law, find their legal training of great benefit in the business field.

SOCIAL LIFE OF THE SCHOOL

The constant association with other men of outstanding ability from nearly every type of human activity is of incalculable value to the student of law. In addition to the usual classroom contacts students are also brought into contact with one another through special lectures, class dinners, and other School functions which are highly profitable and pleasurable.

OPPORTUNITIES FOR RECREATION AND OTHER ACTIVITIES

Men who are employed in offices or indoor occupations and who are pursuing a strenuous evening program of study should plan to take some systematic form of exercise in order that they may not impair their health and that they may do the most effective work.

Northeastern University is particularly fortunate in being able to

place at the disposal of its students at moderate rates unexcelled recreational advantages, the Y.M.C.A. buildings having facilities in the nature of gymnasiums, swimming pools, bowling alleys, billiard rooms, game rooms, and social rooms where students may obtain recreational privileges to their liking. Students may come from their work at the close of the day to the University building and enter a gymnasium class, take a swim, use the bowling alleys, or engage in other recreational pastimes before class time and thus renew their energy for the evening's work.

In addition, in the program of the various Young Men's Christian Associations will be found ample opportunities for religious, club, and other social activities.

FRATERNITIES

BOSTON

There are five fraternities and two sororities in the Law School. These have been formed for the purposes of promoting personal and social relations as well as to afford congenial discussion and study groups. Similar organizations are maintained in the various divisions.

SPRINGFIELD

There are three fraternal groups at the present time organized within the Springfield Northeastern student body. Membership in each, although on a very democratic basis, is by election. Two of these societies admit men, and one admits women.

ASSOCIATED STUDENT BODY, SPRINGFIELD

The general administration of student activities is carried on by the Associated Students of Northeastern University, Springfield Division. This organization is the central body through which the financial support of the various activities of the student body is furnished. Its administrative work is carried on by the Student Council.

Plans, action and records of the Council before presentation for approval by administrative officers and the Board of Governors should have the consideration of the Alumni Adviser to the Student Council, Russell Whitney, '29.

CASEBOOKS

Casebooks are required in the courses. These books may be purchased by the student from the University book store. If convenient to the student, the books of the Law Library may be used in the building. It is recommended and strongly urged that all students own their own casebooks because of the very evident advantages to the student in the preparation of his courses and the advantageous use of leisure hours at home.

THE UNIVERSITY BOOKSTORE

BOSTON

The Northeastern University Bookstore is a department of the University and is operated for the convenience of the student body. All books and supplies which are required by the students for their work in the University may be purchased at the Bookstore. In addition, the Bookstore carries a large number of general supplies. The main store is situated in the Main Building, opposite the Bursar's Office. A branch of the store is operated in Room 23, Huntington Building, in which not only school supplies, but also a variety of other articles are sold to meet the needs of students.

LOCATION OF NORTHEASTERN UNIVERSITY

BOSTON

Northeastern University is housed in the building of the Boston Y. M. C. A. at 316 Huntington Avenue. In addition, it utilizes the entire second floor in the Huntington Building, next to Symphony Hall, and the Laboratory Building of the University.

The University is located in the Back Bay educational center of Boston, within sight of the Opera House, Symphony Hall, the Art Museum, and other cultural and educational institutions. It is easily reached from the North and South Stations and from the various points of the Boston Elevated system.

SPRINGFIELD DIVISION

The Springfield Division of Northeastern University is located two streets east of Main on Chestnut, corner of Hillman — a three-minute walk from Main via Hillman; it is reached from the Union Station by a five-minute walk south along Dwight Street to Hillman to Chestnut; and a three-minute walk north along Chestnut from the Public Library on State Street. All train, trolley and bus terminals are within these limits.

WORCESTER DIVISION

The Worcester Division is located in the Worcester Y.M.C.A. Building. The administrative offices and classrooms occupy the entire second floor of the building. The Y.M.C.A. in Worcester is located at 766 Main Street, a five-minute walk south on Main Street from the City Hall, or midway between that building, which is in the heart of the city, and Clark University.

The School is directly accessible by street car from all parts of the city and within easy walking distance of Union Station and bus and interurban terminals communicating with every part of the county.

Excellent service is maintained to Southbridge, Webster, Clinton, North Grafton, and Fitchburg and all intervening points as well as all towns on the State Road to Boston and Springfield. Student rates may be obtained on practically all of these lines.

LAW LIBRARIES

BOSTON

The Law Library, located in the Y.M.C.A. Building at Boston, is well-equipped and comfortably furnished. In it may be found case and textbooks on all of the subjects taught in the School, as well as on related subjects, the National Reporter System, the Federal Reports, the State Reports of Massachusetts, New York, Maine, New Hampshire and Vermont, the United States Supreme Court Reports, the United States Code Annotated, American Digest System, English Reports, English and Empire Digest, Laws of England, Encyclopedia of Pleading and Practice, Corpus Juris Cyc, encyclopedias of law, etc. Additions of standard law books of value to the students in their law studies are being made regularly to the Library. A library is so essential to the success of a law school that a great deal of attention to it is necessary in order to insure that it is well-equipped and efficiently administered. For this reason the Northeastern University officials are particularly alert to meet the needs of the situation and progressively to build up an excellent and thoroughly practical Law School Library which may serve as a working laboratory for the students.

The Library is open weekdays from 9.00 A.M. to 10.30 P.M.; Sundays from 2.00 P.M. to 9.00 P.M.; holidays from 12.00 M. to 9.00 P.M.

WORCESTER DIVISION

The Worcester Division is rapidly building up an excellent Law Library. A special library room has been provided. New books are being added each year so that the students may have the best material at their disposal. A full set of Massachusetts Reports, and the Acts and Resolves, together with the Digests, Corpus Juris and Cyclopedia of Law and Procedure, casebooks, textbooks and other valuable materials are available. The Library of the Worcester County Court House is also available to students.

SPRINGFIELD DIVISION

Springfield is fortunate in having access to the splendidly equipped law library of the Hampden County Court House. It has, however, for the immediate convenience of its students a library of several hundred volumes, along with adequate study space within its own building. Full sets of Massachusetts Reports, Acts and Resolves, Digests, Corpus Juris and Cyclopedia of Law and Procedure, and casebooks are available. Other valuable material is also on its shelves through gift or loan of faculty and friends. This includes material not only on American law but many volumes of Old English Reports.

COLLEGES REPRESENTED IN THE SCHOOL OF LAW STUDENT BODY

	Boston	Worcester	Springfield	Total
American International College			1	1
American University		1		1
Amherst College	3		4	7
Assumption College		2		2
Bates College	2			2
Boston College	7		1	8
Boston Teachers' College	1			1
Boston University	46	3	3	52
Bowdoin College	2			2
Bridgewater State Normal	1			1
Brown University	2			2
Bryn Mawr College			1	1
Centre College			1	1
Clark University	1		1	2
Coe College	1			1
Colby College	1			1
Colgate University			1	1
Columbia University	2	1		3
Columbus University	1			1
Dalhousie University	1			1
Dartmouth College	1			1
Denison University		1		1
DePauw University	2		1	3
Fordham University			2	2
Georgetown University	3			3
Harvard University	35	4	4	43
Holy Cross College	2	10	2	14
International Y.M.C.A. College			1	1
Lowell Textile	1			1
Massachusetts Institute of Technology	9		1	10
Massachusetts State College	3		1	4
Mount Holyoke College	1			1
New York State College			2	2
New York University	3		1	4
Northeastern University	29	3	9	41
Norwich University			1	1
Ohio Wesleyan University		1		1
Ontario Agricultural College		1		1
Queen's University	1			1
Radcliffe College	1			1
Rhode Island State College	1			1
Richmond College	1			1
St. Anselm's College	1			1
St. Mary's College		1		1
St. Michael's College	1			1
Smith College	1	1		2
Springfield College	1			1
Syracuse University		1		1
Trinity College	1			1
Tufts College	2	1	3	6
United States Naval Academy	1			1
University of Kentucky	1			1
University of Louisville			1	1

COLLEGES REPRESENTED IN THE SCHOOL OF LAW STUDENT BODY *cont.*

	Boston	Worcester	Springfield	Total
University of Maine	4	2		6
University of Michigan	2			2
University of Nevada	1			1
University of New Hampshire	3		1	4
University of Pennsylvania			2	2
University of Vermont	2			2
University of Virginia	1			1
Wellesley College	1	1		2
Wesleyan University	1			1
Western Reserve University	1			1
William and Mary College	1			1
Williams College	3		1	4
Worcester Polytechnic Institute		3	1	4
Yale University	4		2	6
Total Students	197	37	49	283
Colleges Represented	49	17	26	67

GEOGRAPHICAL DISTRIBUTION OF STUDENTS

BOSTON

Allston	9	Hyde Park	5	Pittsfield	1
Arlington	16	Jackson, Mich.	1	Plymouth	1
Atlantic	3	Jamaica Plain	16	Providence, R. I.	5
Attleboro	2	Keene, N. H.	1	Quincy	13
Auburndale	2	Lawrence	7	Randolph	1
Augusta, Me.	1	Lexington	3	Reading	3
Beaumont, Tex.	1	Lowell	6	Revere	26
Belmont	7	Lynn	19	Rockport	1
Beverly	3	Malden	28	Roslindale	16
Boston	83	Manchester, N. H.	2	Roxbury	64
Braintree	3	Mansfield	1	St. Augustine, Fla.	1
Brighton	19	Marlboro	2	Salem	8
Bristol, R. I.	1	Mattapan	28	Saugus	4
Brockton	6	Medford	11	Saxonville	2
Brookline	32	Medway	1	Searsport, Me.	1
Brunswick, Me.	1	Melrose	3	Shrewsbury	1
Bucksport, Me.	1	Methuen	1	Somerville	21
Cambridge	28	Middlebury, Vt.	1	South Boston	6
Charlestown	1	Milford	2	South Natick	1
Charlestown, W. Va.	1	Millis	4	South Yarmouth	1
Chelsea	51	Milton	3	Springfield	1
Concord	1	Nantasket Beach	1	Stoneham	3
Danbury, Conn.	1	Nashua, N. H.	1	Stoughton	3
Dedham	3	Natick	4	Swampscott	2
Dorchester	94	Needham	1	Taunton	9
Dracut	2	Needham Heights	1	Torrington, Conn.	1
East Boston	24	New Bedford	3	Waban	1
East Braintree	2	New Britain, Conn.	1	Wakefield	2
East Weymouth	1	Newburyport	1	Waltham	5
Eden Park, R. I.	1	Newton	7	Watertown	15
Edgartown	1	Newton Center	5	Westboro	1
Everett	7	Newton Highlands	2	Westfield	1
Fall River	1	Newtonville	5	West Medford	2
Foxborough	1	New York, N. Y.	1	West Newton	2
Frammingham	3	North Abington	2	Weston	1
Gardner	2	Northampton	1	West Roxbury	17
Greenfield	1	North Cambridge	1	West Somerville	3
Greenwood	1	North Providence, R. I.	1	Weymouth	2
Groton	1	North Weymouth	1	Winchester	4
Harvard	3	Norwood	3	Winthrop	10
Haverhill	5	Peabody	2	Wollaston	5
		Philippine Islands	1		

WORCESTER

Clinton	2	Marlboro	1	Uxbridge	3
East Jaffrey, N. H.	1	Millbury	2	Webster	4
Fitchburg	2	Northbridge	1	Westboro	1
Gardner	3	North Uxbridge	1	Whitinsville	2
Holden	2	Shrewsbury	1	Woonsocket, R. I.	1
Hopedale	1	Slatersville, R. I.	1	Worcester	86
Leominster	2	Spencer	1		

SPRINGFIELD

Belchertown	1	Longmeadow	3	Springfield	66
Chicopee	1	Ludlow	2	Thompsonville, Conn.	2
Easthampton	1	New Britain, Conn.	1	Turners Falls	2
Florence	2	North Brookfield	1	Waterbury, Conn.	1
Greenfield	1	Northampton	2	Westfield	5
Hartford, Conn.	1	Palmer	1	West Springfield	5
Holyoke	15	Richmond	1		

DEGREES CONFERRED IN 1934

BOSTON

BACHELOR OF LAWS, CUM LAUDE

Walter Francis Coleman

Ralph Cyril Harper
William Dix Morton

Maurice Kimball

BACHELOR OF LAWS

Bertha Ayscough
Sigmund D. Bermann
Barney Black
Nathan Black
Joseph Bonasera
Sidney Goodwin Brown
John Edgar Buddington
Alphon Nels Julius Carlson
Seby Joseph Caruso
Louis Harry Casson
Frank Jesse Clark
William Scott Cleaves
Leo Cline
Kathryn Martha Cloran
William Cohen
Timothy Albert Connolly
Louis Cores
Charles Sturgis Cushner
Leonard William Dolan
Daniel A. Doyle
Francis Xavier Dwyer
Edwin James Ellsworth
Salvatore Faraci
Bernard Fenn
George Francis Flynn
Lee Elzira Francis
Fannie Lena Goldbin
Herbert Payson Goodwin
Angelo Grieco

Saul Gurvitz
George Hansen
Frank Kenney Hardy
Curtis Lemont Hicks
Robert Hodson
Edward Aloysius Hutchinson, Jr.
Daniel Karlin
Shukry Easa Khoury
Benjamin G. Klein
Morris Abraham Kline
Harry Louis Koss
Samuel David Krinsky
Stanley Kenneth Lander
Gordon Danforth Larcom
Robert Constantino Laurelli
Stephen Thorne Lawrence
Robin Lederman
Hugh Dan MacAskill
Pauline Edna Madden
Vincent D. Maffei
John Ralph Mannarino
Charles Joseph McCabe
Marie Louise McCarthy
Harvey Sinclair McGranahan
Vincent Albert McLaughlin
Edward Leiberma Milhender
Rubin Robert Nelson
Arthur Odel
Clifford Andrews Ohnemus
Philip Edward Orenberg

Helen M. Petrilly
Anthony Dominick Pompeo
Warren Lester Pond
Hyman Rabinovitz
Nathan Harold Ribock
John Anthony Ronan
Florence Bloch Rudnick
George Alexander Ruehmiling
William James Ryter
Dirrell Daniel Sample
Peter Scott
Louis Shapiro
Philip Short
Leo Silk
Coleman Snyder
Carl Snyder
Dominic Anthony Sola
David Spellman
Morris Stern
Julia Teresa Sullivan
Roderick Edwin Thomson
Morris Louis Tobman
Paul Vincent Traverse
Mary Elizabeth Locke Waite
Kathryn Harris Winterson
Henry David Wintzig
Benjamin Wolfson
Michael Joseph Yerid
Dexter Zakon

DEGREES AWARDED OUT OF COURSE

Philip Barsh
Arthur Berson
Samuel Pierce Hadley
Mildred Eleanor Hodges
Joseph Lipson

Victor Nicholas Lisi
Graham Arthur Macomber
Gertrude Cohen Mann
Donald Scott McLeod
Arthur Carl Miller

Helen Louis Papadoyianis
Albert Anthony Ward
Wesley Winford Webber
Samuel Merrill Weinstein
Gerald Lawrence Woodland

WORCESTER DIVISION

BACHELOR OF LAWS, CUM LAUDE

Hugh Baird Cairns

BACHELOR OF LAWS

Harry Baram
John Francis Creamer
Nellie E. Ham

Arthur Albert LaFrance
Manuel Morse
John David Sheehan

Samuel Silverman
Paul Richard White

SPRINGFIELD DIVISION

BACHELOR OF LAWS

John Vincent Farrell
Michael Joseph Harrigan, Jr.

Herbert Lerner
Daniel Joseph Mahoney

Milton Marcuson
Raymond Francis O'Connell

DEGREE AWARDED OUT OF COURSE

Philip John Shea

STUDENTS

BOSTON

CLASS OF 1935

ABODEELY, GEORGE F.	Lowell	HOLMES, GEORGE F.	Allston
ANDERSON, HERBERT D.	Reading	HOOVER, HERBERT E.	Winchester
ANDERSON, VERA L.	Newtonville	<i>University of Nebraska</i>	
ANSELMO, VANDA C.	West Medford	HULAK, MORRIS	Chelsea
AUGUST, HYMAN A.	Northampton	HUNT, EDWARD C.	Boston
<i>Harvard University, B.S.</i>		<i>Benley School of Accounting and Finance</i>	
BARBER, AMERIGO	Lynn	HURLEY, JEREMIAH J.	Boston
BARGER, HOWARD D.	Roxbury	JACKSON, JULIAN E.	Auburndale
BAYARD, HERMAN	Newton	<i>Coe College, A.B.</i>	
BEAR, JOSEPH	Wakefield	<i>Harvard University, M.B.A.</i>	
<i>Northeastern University, B.C.S.</i>		JACOBS, REGINALD F.	Boston
BECKER, SAMUEL	Revere	<i>Massachusetts Institute of Technology, S.B.</i>	
BEIGEL, MORTON M.	Roxbury	JORDAN, ESTHER	Boston
BELARDE, DELFIN R.	Balasan, P. I.	KALIKOW, JOSEPH	Lynn
BENDER, BENJAMIN	Dorchester	KAPLAN, JACOB	Dorchester
BLINDERMAN, EUGENE B.	Dorchester	KATZ, JACOB	East Boston
BLOOM, MICHAEL	Dorchester	KATZ, THEODORE	Roxbury
BONFELD, LEO	Malden	KATZEFF, ZELDA	Brookline
BORNSTEIN, ESTHER L.	Allston	KOLTUNSKY, HARRY	Chelsea
BRENNAN, JAMES E.	Chelsea	KOPANS, JULIUS	Roxbury
BROWN, ARTHUR	Winthrop	KROTMAN, SALLY	Mattapan
<i>Boston University</i>		KUDISCH, CLARENCE P.	Brookline
BURKE, JOHN W.	Dorchester	LEDERMAN, LOUIS	Brookline
BURNS, JAMES F.	Arlington	<i>Northeastern University, B.C.S.</i>	
CHAMBERLAIN, ETHEL M.	Mattapan	LEOPOLD, MORRIS L.	Revere
CICCHETTI, ALBERT M.	Beverly	<i>New Hampshire University, B.S.</i>	
CLARE, DANIEL F.	Boston	<i>New York University</i>	
COAKLEY, DANIEL J.	Dorchester	LEVIN, HAROLD L.	Brookline
COBB, FRANKLIN S.	Hull	<i>Harvard University, A.B.</i>	
COHEN, ISADORE J.	Boston	LIEBERSON, SAMUEL	Mattapan
DALY, JOHN F., JR.	Cambridge	LUSSIER, JOSEPH H.	Everett
DAVENPORT, LAURENCE	New Britain, Conn.	MACDONALD, RUSSELL J.	Roxbury
<i>Williams College</i>		MACLEAN, ANGUS	Boston
DAVIS, HARRY C.	Boston	MAHAN, JAMES F.	Boston
<i>Boston University</i>		MAIELLANO, ALPHONSO L.	Winthrop
DEL GAUDIO, RALPH	Boston	MAZER, MAX S.	Cambridge
DOHERTY, JOHN G.	Dorchester	MCCARTHY, HUGH F.	Chelsea
<i>Boston College</i>		<i>Boston College</i>	
<i>Boston University</i>		<i>Boston University</i>	
DUNKLE, HORACE E., JR.	Jamaica Plain	MCCARTHY, JOHN F., JR.	Dorchester
<i>Boston University, B.B.A.</i>		MCCLANEY, CHARLES WM.	Jamaica Plain
FARRELL, ARTHUR C.	Chelsea	<i>Benley School of Accounting and Finance</i>	
<i>Boston University</i>		McMORROW, JOHN J.	Lawrence
FOLEY, DAVID, JR.	Arlington	<i>Boston University</i>	
FORMAN, SAMUEL	Roxbury	<i>Northeastern University</i>	
FOSTER, HYMAN	Roxbury	MINICHELLO, HENRY P.	Haverhill
FOWLER, DOROTHY M.	Cambridge	MINKUS, STEPHEN J.	South Boston
FRATICELLI, PASQUALE	Brighton	<i>Boston University</i>	
GAGE, MARION E.	Arlington	MORETSKY, SAMUEL A.	Chelsea
GARDNER, A. JOHN	Melrose	MURPHY, JOHN A.	Cambridge
<i>Boston University</i>		NASH, HELEN E.	Westboro
GILBERT, MOSES B.	Brookline	<i>Boston University, B.B.A.</i>	
GILLESPIE, WILLIAM E.	Brighton	NEEDLE, PHILIP	Roxbury
GINSBERG, ROSE L.	Roxbury	NOBILE, JOSEPH A.	West Roxbury
GOLDBERG, ALBERT J.	Malden	<i>Harvard University, A.B.</i>	
GOLDSTEIN, LOUIS L.	Chelsea	NOVOSON, JACK	Roxbury
<i>Boston University</i>		OSTROV, LOUIS L.	Boston
GORDON, MORRIS	Clifton	PIPKOVITZ, JACOB	Boston
GREGG, CARL S.	Boston	QUEENEY, FRANCIS R.	Roslindale
HARRIS, FRANK K.	Newton	RAE, ARTHUR N.	Jamaica Plain
HEFFERNAN, THOMAS C.	Dorchester	<i>Northeastern University, B.C.E.</i>	
<i>Boston College, A.B., A.M.</i>		RICHMOND, EDWARD	Roxbury

ROBERTSON, DONALD O. <i>Boston University</i>	North Abington	SPIGEL, ABRAHAM A. STAMATOPOULOS, PETER N.	Roxbury Cambridge
ROCHE, ANTHONY M.	Harvard	STERNBURG, ARTHUR	Newton
ROSEN, DAVID <i>Northeastern University</i>	Milford	STRANGMAN, GEORGE	Arlington
ROSENGARD, NORMAN	Chelsea	SULLIVAN, JOSEPH F. <i>Boston College</i>	Brighton
ROWELL, BYRON A. <i>Boston University</i>	Boston	TALLEN, MORTON L.	Winthrop
RUBIN, GEORGE M.	Roxbury	TARDIF, MARY M. <i>Boston University, B.B.A.</i>	East Braintree
RUBINOVITZ, RALPH A.	Dorchester	TATELBAIM, JULIUS	Mattapan
RUTHFIELD, MAX	Dorchester	TAYMORE, MAYNARD J.	Chelsea
SANDLER, SYLVIA	Mattapan	TROIANO, DOMINIC J.	Bristol, R. I.
SCHLOSSBERG, SYDNEY	Dorchester	WARD, WILLIAM H., JR. <i>Boston University</i>	Watertown
SCHNEIDER, JOSEPH	Chelsea	WELSH, GILMAN P. <i>Tufts College, B.S.</i>	Mattapan
SCHULTZ, HELEN M.	Newtonville	WERNER, RAYMOND	Boston
SCLAFANI, PASQUALE	Boston	WESTER, THEODORE A.	Watertown
SEGAL, HAROLD	East Boston	WHITEHILL, LENNA R.	Arlington
SEGOL, HAROLD	Boston	WHITON, KENNETH E. <i>Harvard University</i>	East Weymouth
SEYFARTH, ERNST O. E. K.	Boston	WINET, JACOB P.	New Bedford
SHAPIRO, IRVING	Mattapan	YAFFE, NATHAN	Roxbury
SILVERMAN, ALBERT S. <i>New York University</i>	Brighton	ZAFF, FRED	Roxbury
SILVERMAN, EDWARD	Mattapan		
SKLAR, HERBERT P.	Dorchester		
SPECTER, SIDNEY C.	Cambridge		

CLASS OF 1936

ASTLE, THOMAS F.	Dorchester	DELAY, WILLIAM H.	Roslindale
AVERY, G. MILTON <i>St. Michael's College, Ph.B.</i>	Taunton	DELUCCIA, VINCENT H.	Everett
BARRY, FRANCIS G.	Brighton	DESKIN, CECIL	Revere
BEATRICE, JAMES A.	East Boston	DESKIN, JULIUS	Revere
BECKFORD, FRED A., JR. <i>Amherst College</i>	Dedham	DOUGAN, GEORGE W. <i>Northeastern University</i>	Lynn
BEIGBEDER, LOUIS H. <i>St. Stephen's College</i>	Roslindale	DRAGO, NICHOLAS V.	Somerville
BERGQUIST, HERBERT E.	Atlantic	EDESESS, MAX	Malden
BERMAN, ERNEST O. <i>Boston University</i>	Malden	EMERY, DON J.	Winthrop
BERMAN, ROBERT I. <i>Harvard University</i>	Malden	FACEY, WALTER L.	Gardner
<i>Tufts College</i>		FEINSTEIN, MILTON R.	Lynn
BIRON, PHILIP J. <i>St. Anselm's College, A.B.</i>	Manchester, N. H.	FINE, GEORGE	Dorchester
BLANKENBERG, EVELYN C.	Nashua, N. H.	FISHMAN, HARRY	Winthrop
BRASS, HENRY	Roxbury	FLAHERTY, PETER J. <i>Boston University</i>	Charlestown
BRASS, OSCAR G.	Roxbury	FOSTER, CHARLES W. <i>Harvard University</i>	Torrington, Conn.
BRENNER, ERNEST	Somerville	<i>Tufts College</i>	
BROPHEY, THOMAS F.	Brighton	FOX, HAROLD	Dorchester
BROWN, JACK	Brookline	<i>Massachusetts Institute of Technology, B.S., M.S.</i>	
BURKE, PATRICK J. <i>Boston University</i>	Somerville	FREEMAN, PERCY N. <i>Harvard University, A.B.</i>	Springfield
BURNS, ROBERT J.	Cambridge	FRIED, ISADORE	Dorchester
CARO, DONALD A.	Roxbury	GIFFIN, STANLEY A.	Lowell
CARSON, JOHN G. <i>Bentley School of Accounting and Finance</i>	Salem	GILMAN, ROBERT A. <i>Harvard University, A.B.</i>	Boston
CHADIE, ERNEST T.	West Roxbury	GLOSSA, FRANK J.	Watertown
COHEN, BENJAMIN	Dorchester	GOLDBERG, SAMUEL S.	Revere
COHEN, CHARLES G.	Revere	GOLDFIELD, HAROLD T.	Chelsea
COHEN, HYMAN L.	Chelsea	GOLDMAN, SAMUEL H.	Revere
COHEN, MAURICE J. <i>Massachusetts Institute of Technology</i>	Dorchester	GOON, FRANK T. Y.	Boston
COHEN, SYLVIA S.	Boston	GOVE, EDWIN W. <i>Northeastern University</i>	Beverly
CONNOR, JOSEPH	Cambridge	GRAYSON, RAYMOND H. <i>Massachusetts Agricultural College, B.Sc.</i>	Attleboro
CROWE, JOHN F.	Roslindale	GREEN, BERNARD S.	Boston
CUMMINS, DAVID	Dorchester	HAGERTY, CORNELIUS E.	Roxbury
DALY, JOHN E.	Boston	HALLIDAY, WILLIAM E.	Newtonville
DAVIS, ABRAHAM	Roxbury	HARLOW, EARL K. <i>Harvard University, A.B.</i>	Brookline

HATHORN, CLIFFORD B.	Searsport, Me.	POTTERTON, M. PATRICIA	Brookline
HEALEY, MELVIN E.	Lynn	POWELL, RAYMOND E.	Malden
<i>University of Maine, B.S.</i>		POWERS, DAVID F.	Shrewsbury
HERSHENSON, GEORGE M.	Dorchester	POWERS, FRANCIS J.	Brockton
HILLSON, LOUIS	Allston	PRIEST, JOHN L.	Brookline
HOFFMAN, EDWARD J.	Malden	<i>Harvard University, A.B.</i>	
<i>Harvard University, A.B.</i>		PROST, JEREMIAH	Revere
HOLLINGWORTH, HAROLD E.	Dracut	RAIA, JOSEPH A.	Arlington
HORMEL, LILLIAN E.	West Roxbury	REGAN, TIMOTHY J., JR.	Dorchester
<i>Mt. Holyoke College, A.B.</i>		<i>Boston University</i>	
HOROWITZ, SYLVIA M.	Mattapan	<i>Bentley School of Accounting and Finance</i>	
IRWIN, DONALD M.	Newton Center	RITTENBERG, STANLEY G.	Boston
JONES, KATHRYN M.	Natick	ROBINSON, CORNELIUS J.	South Natick
KARLIN, NATHAN	Roxbury	ROGERS, BERNICE R.	Revere
KARP, ARTHUR A.	Dorchester	<i>Boston University</i>	
KEANE, JAMES F.	Jamaica Plain	ROIT, HARRY S.	Roxbury
<i>Boston University</i>		<i>Boston University</i>	
KELLEY, MARY A.	Jamaica Plain	ROWE, EMMETT M.	Somerville
KILLEN, FRANCIS E.	Jamaica Plain	ROY, PHILIP L.	Salem
KIMMEL, DAVID H.	Dorchester	RUBIN, MAX L.	Roxbury
KLAMAN, ROBERT H.	Dorchester	RYACK, ROBERT	Roxbury
KOSKY, PHILIP E.	Roslindale	ST. ONGE, ALCIDE R.	Haverhill
<i>Boston University</i>		<i>Georgetown University</i>	
KOVAL, MILDRED M.	Dorchester	SCANLON, CORNELIUS T.	Boston
LAW, GEORGE T.	New Bedford	<i>Boston College, A.B.</i>	
LEVINE, BERNARD I.	Dorchester	<i>Harvard University</i>	
LEVINE, MANUEL	Quincy	SILVERMAN, SAUL	Dorchester
LEVY, CHARLES W.	Roxbury	SIMON, JAMES B.	Malden
LONERGAN, FRANK E., JR.	East Braintree	SLIFER, ERNEST W.	Charlestown
<i>Holy Cross College, A.B.</i>		<i>Hampden-Sydney College</i>	
LORENTE, KENNETH E. T.	Swampscott	<i>Yale University, B.A.</i>	
LUNDQUIST, ROBERT E.	Roslindale	SPENCE, JOHN W., JR.	West Roxbury
MANOUKIAN, JAMES A.	Roxbury	STASINOPULOS, LOU	Salem
MARKELLA, ERMON L.	Brockton	STEIN, LOUIS	Revere
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MATTSON, ROBERT A.	Quincy	TALBOT, DORIS L.	Roslindale
MCGRATH, JOHN R.	Dorchester	TATELBAUM, JOSEPH L.	Mattapan
MCCMAHON, J. GEORGE	Wollaston	TRAGARD, JOHN O.	Mansfield
MCCQUAID, CHARLES D.	Boston	<i>Harvard University, A.B.</i>	
<i>Harvard University A.B.</i>		TYLER, BERNARD O.	Greenwood
MEO, PETER B.	Boston	VALLEY, JAMES L.	West Roxbury
MILCHEN, JOSEPH J.	Quincy	WALKER, ELMER J.	Needham Heights
<i>Bentley School of Accounting and Finance</i>		<i>Northeastern University, B.Ch.E.</i>	
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<i>Wellesley College</i>		<i>U. S. Naval Academy</i>	
MORGAN, EDWARD B.	Boston	WALSH, WILLIAM T.	West Roxbury
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NELSON, GEORGE F.	Wollaston	WAX, LOUIS M.	Arlington
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NITKIN, REUBEN	Roxbury	<i>Bentley School of Accounting and Finance</i>	
NOVICK, SIMON	Millis	WINIKER, GERTRUDE	Millis
OGASAPIAN, JOSEPH J.	Arlington	<i>Framingham Normal School</i>	
PACHIOS, CHRISTOPHER H.	Newark, N. J.	WINSLOW, RICHARD A.	Newton
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PLACE, ERNEST L.	Stoneham		

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AMAIMO, MORGAN L.	Beaumont, Texas	BEAN, WILLIAM S.	Chelsea
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BOURQUE, HENRY E.	Lynn	GLICKMAN, MAURICE	Roxbury
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<i>Boston University, B.S.</i>		<i>Colby College, B.S.</i>	
BROWN, ANNA R.	Dorchester	GORDON, ALEXANDER	Chelsea
<i>Boston University</i>		GORDON, JACK	Haverhill
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<i>New York University, B.S.</i>		GREENLEAF, CHARLES R.	Natick
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<i>Harvard University, A.B., M.B.A.</i>		HENNIG, FRED R.	Atlantic
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COLLINS, FRANCIS M.	Somerville	HOUSTON, FRANCIS J.	Hyde Park
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COSTELLO, JOHN F.	Watertown	JOHNSON, ARVID H.	Watertown
COUGHLAN, GENEVIEVE	Malden	JOHNSON, HARRY E.	Randolph
<i>Rhode Island State College, B.S.</i>		JOHNSON, LLOYD C.	Medford
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COWDREY, ELLIOTT T.	Lowell	KAPLAN, HARRY	Boston
DALIS, GEORGE P.	Chelsea	KAPLAN, HARRY	Dorchester
DANIS, JOSEPH H.	Mattapan	KEEFE, JOHN F.	Dorchester
DAVIS, RALPH	Mattapan	<i>Massachusetts Institute of Technology</i>	
DE MARCO, MICHAEL	Malden	KELLEY, MARY E.	Medford
DE SIMONE, LUCAS L.	East Boston	KERWIN, MARY A.	Somerville
DI DONATO, FLORENCE L.	Revere	KIEWICZ, CHESTER T.	Mattapan
DI MODICA, JOSEPH P.	Revere	KIRSNER, MORRIS	Boston
DORAN, FRANCIS J.	Norwood	KLINE, KILBY	Newton Highlands
DWORKIN, ABRAHAM	Roxbury	KRAVETZ, DAVID B.	Mattapan
EDWARDS, NORMAN L.	Revere	LANCASTER, JEAN E.	Groton
ELKINS, WILLIAM J.	Framingham	<i>University of Maine</i>	
ERICKSON, DAVID F.	Watertown	<i>Massachusetts College of Pharmacy, Ph.G.</i>	
<i>Boston University, B.B.A.</i>		LANSKY, IRA E.	Brighton
FINIGAN, JAMES E., JR.	Jamaica Plain	LAPPIN, FRANK L.	Lowell
<i>Boston University</i>		LAZARUS, MEYER E.	Middlebury, Vt.
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FISHBANE, PHILIP	Lynn	LEFKOVITH, MAX	Roxbury
<i>University of Michigan</i>		LEFORT, ARNOLD J.	Newtonville
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FLYNN, ROBERT J.	Jamaica Plain	LEFORE, JOSEPH A.	Medford
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<i>University of Maine</i>		LEVINE, ELI M.	Chelsea
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FREEDMAN, ISADORE E.	Chelsea	LUPO, NICHOLAS A.	Newton
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GALVAN, SAMUEL A.	New Bedford	MACDONALD, WILLIAM B.	Winchester
GARBER, MAX W.	Mattapan	MADOW, SUMNER	Dorchester
<i>Massachusetts Institute of Technology</i>		MAGUIRE, CHARLES B.	Jamaica Plain
GAVIN, FRANCIS J.	Chelsea	MALENBAUM, SAUL	Dorchester
GAY, RICHARD H.	West Newton	MARCHI, HUGO N. A.	Somerville

MAROTTA, JOSEPH F.	Chelsea	ROTTENBERG, IRENE H.	Dorchester
MATSON, LOYD H.	Malden	ROVNER, HYMAN H.	Chelsea
MATZ, BERTRAM S.	Dorchester	ROWLEY, C. WORTH	South Yarmouth
<i>Harvard University, A.B.</i>		RUDNER, BENJAMIN	Quincy
MCCAMMOND, DONALD B.	Lexington	RUSSO, NICHOLAS W.	Dorchester
MCCARTHY, ROBERT B.	Chelsea	RUTSTEIN, HYMAN	Dorchester
MCCORMACK, ANNA C.	Roslindale	RYAN, DANIEL J.	South Boston
MCDONNELL, PATRICK J.	Brookline	ST. ONGE, VICTOR A.	Haverhill
MCGOVERN, JOSEPH J.	Roxbury	<i>Georgetown University, A.B.</i>	
MCWALTER, MAURICE	Concord	SANDLER, BENJAMIN	Dorchester
<i>Boston University</i>		SANDLER, LOUIS	Dorchester
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MOLLA, WILBUR P.	Roxbury	SANDROF, SAMUEL	Boston
MORIN, ROLAND J.	Somerville	SAVASTA, JOSEPH A.	East Boston
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<i>Holy Cross College, A.B.</i>		SCHOEPPER, ARTHUR E.	Watertown
<i>Harvard University</i>		SEARS, EVELYN E.	Boston
MORRISON, DORIS	Roxbury	<i>Boston University, A.B.</i>	
MORSE, DANA M.	Brookline	SEE, JOHN H.	Eden Park, R. I.
MULLEN, EDWARD F.		<i>Brown University, Ph.B.</i>	
<i>Harvard University, A.B.</i>		<i>Harvard University</i>	
MURPHY, JOHN H.	Dorchester	SELDEN, LOUIS	Dorchester
MUSSMAN, MAX	Dorchester	SELESNICK, SYDNEY	Chelsea
NECKES, ABRAHAM	Mattapan	SELSKY, ABRAHAM	Malden
NEIRMAN, ROBERT M.	Chelsea	SHANNON, JAMES A.	Chelsea
NEWMAN, SAMUEL	Revere	SHERMAN, ARTHUR P.	Taunton
NICHOLS, MARY K.	Taunton	SHULMAN, SOLOMON	Boston
<i>Boston University, B.S.</i>		SILVERMAN, JACOB H.	Mattapan
NIGRO, ERNEST L.	Reading	SINDER, GEORGE A.	Haverhill
NISSENBAUM, MORRIS	Somerville	SMITH, ALLEN F.	Arlington
NOBILE, VICTOR H.	West Roxbury	SODERBERG, ALLEN G.	Roslindale
<i>Boston University</i>		SOMPMI, O. WALTER	Rockport
NOYES, ROBERT B.	Wollaston	STULGIS, VINCENT F.	Lawrence
O'CONNELL, JOHN	Boston	SULKIN, DANIEL	Dorchester
ORDWAY, ESTIL E.	Boston	SWARTZ, GEORGE	Roxbury
OSER, NATHANIEL H.	Brighton	SWARTZ, MORRIS	Lynn
O'SHEA, KATHLEEN M. A.	Dorchester	SWEENEY, THOMAS C.	Arlington
OVANS, DAVID R.	Allston	TABASKY, DAVID I.	Malden
<i>Harvard University, A.B.</i>		TIGAR, MILTON J.	Chelsea
PALLOTTA, EDWARD	Revere	TOSI, EDNA A.	Winthrop
PAPERT, JOSEPH	Roxbury	TRAFTON, EDWIN R.	Boston
PARSONS, THOMAS C.	Medford	TROUPE, GORDON S.	Quincy
PERKINS, THOMAS A.	Boston	TWEEDY, TALBOT T.	Taunton
<i>University of New Hampshire, A.B.</i>		VANDER BURGH, WARREN M.	Boston
PERRY, CHARLES J.	Dedham	VISNICK, BERNARD	Mattapan
PIECEWICZ, BENJAMIN M.	Maynard	WAITE, FRANKLIN T.	Winthrop
PIRELLO, JOSEPH V.	East Boston	<i>Harvard University, S.B., A.M.</i>	
PRICE, DANIEL B., JR.	Brighton	WALDMAN, HERMAN N.	Roxbury
RACHINS, JACOB R.	Mattapan	WALKER, GEORGE A.	Cambridge
RANDALL, CHARLES A.	Dorchester	WALL, HERBERT	Brookline
<i>Richmond College</i>		WALSH, EDWARD J.	Taunton
RATZKOFF, GEORGE L.	Roxbury	WASHBURN, ELLIOT C.	Plymouth
RECOMENDES, FRANCIS X.	Boston	<i>Bowdoin College, A.B.</i>	
<i>Boston University</i>		WHEELER, DEVALSON C.	Brighton
RIAF, SAMUEL	Dorchester	WIDETZKY, IRVING	Chelsea
RICE, HAROLD A.	Dorchester	WINER, ABRAHAM R.	Roxbury
RICH, JOHN E.	Belmont	WINN, HELEN R.	Somerville
<i>Northeastern University, B.C.S.</i>		WOLFE, SIDNEY	Brighton
RICHARDS, MABEL L.	Brighton	WYLE, FRANK S.	Providence, R. I.
RICHARDSON, GEORGE W.	Milford	<i>Queens University, B.A.</i>	
RICHMOND, MORRIS	Revere	YAFFE, SAMUEL	Brockton
RIEDLE, ROBERT F.	Roxbury	<i>Dartmouth College, B.S.</i>	
RISON, CLARENCE H.	Providence, R. I.	YOUNG, ANTHONY J.	South Boston
ROBBINS, HELEN R.	Allston	<i>Northeastern University, B.B.A.</i>	
ROBINSON, WALTER V.	Somerville	YOUNG, DAVID F.	Brookline
ROCHE, THOMAS F.	Harvard	<i>Massachusetts College of Pharmacy</i>	
ROGOVITZ, HAROLD	Mattapan	ZWETCKENBAUM, ROBERT	Taunton
ROTEFSKY, HERBERT	Roxbury		
<i>Boston University</i>			

CLASS OF 1938

ABRAMS, BARNEY	Winthrop	CROWLEY, JEREMIAH W.	Brighton
AGURKIS, JOHN R.	Allston	CUTLER, ALFRED H.	Boston
<i>Northeastern University, B.M.E.</i>		DALTON, HENRY J.	Boston
ALBERT, ALFRED A.	Roxbury	DALY, FRANK R.	West Roxbury
ALEGI, BRUNO	Taunton	DAMERY, MARIE B.	West Somerville
ALLAN, ARTHUR F., JR.	Stoneham	<i>Radcliffe College, A.B.</i>	
<i>Harvard University, S.B.</i>		<i>Harvard University, M. Ed.</i>	
ALLEN, EDWARD	Dorchester	DANCA, SALVATORE J.	Malden
ALLEN, IRVIN L.	Wollaston	<i>Northeastern University, B.S.</i>	
<i>University of Kentucky, B.S.</i>		DANIEL, FRANK H.	Boston
ARBER, LEONARD H.	Millis	DANIELS, LAWRENCE L.	Waltham
ARCHAMBAULT, NORMAND A.	Haverhill	DARLING, ALICE I.	Cambridge
ATWOOD, ROSWELL L.	Boston	<i>Bridgewater Normal School</i>	
BACON, FRANCIS W., JR.	Brookline	DAVIS, ARNOLD R.	Quincy
<i>Harvard University</i>		DAY, JOHN T.	Dorchester
BAKER, WILLIAM W.	Medford	<i>Northeastern University</i>	
BARRON, HERBERT G.	Roxbury	DELANO, GEORGE W.	Dorchester
BARTLETT, SAMUEL C., JR.	Brookline	<i>Northeastern University, B.S.</i>	
<i>Massachusetts State College</i>		DE NICOLA, JOHN J.	Lowell
BEDROSIAN, HURAD D.	Jamaica Plain	DE SOTO, RAYMOND	Brookline
<i>Boston University</i>		DE SOTO, ROBERT P.	Hyde Park
BEGGELMAN, ARTHUR	Roxbury	DEVOLDER, LOUIS	Brighton
BELMORE, PHYLLIS	North Quincy	DI BENEDETTO, GEORGE P.	Brighton
BERGSTEDT, CARL G.	Brockton	DIDICK, JOHN K.	Lynn
<i>Yale University, B.S.</i>		DI RUSSO, P. LAWRENCE	Somerville
BICKFORD, DONALD J.	Dracut	DI SESSA, PETER E.	East Boston
BLESOFKY, CARL A.	Malden	DIVINO, LAWRENCE	Revere
BLUME, EDWARD B.	Dorchester	DOHERTY, JOSEPH F.	Boston
BONNEY, LESLIE	Brighton	DORMAN, BENJAMIN H.	Lynn
BOUCHER, JAMES M.	North Cambridge	<i>Harvard University, A.B., M.B.A.</i>	
BOWERS, EDWARD F.	Roslindale	DOVER, LOUIS J.	Peabody
BOWES, JOHN T.	Mattapan	DOYLE, JOHN J., JR.	Boston
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<i>New England Conservatory of Music</i>		DUFFY, JAMES F.	South Boston
BRADY, EARL J.	Boston	D'ZENGELEWSKI, ALEXANDER W.	Roxbury
BRATICEVICH, JOSEPH S.	Malden	EATON, PERCY S.	Manchester, N. H.
BRIGHT, MOSES J.	Somerville	EDGECOMBE, WILLIAM J.	Cambridge
BROIDY, WILLIAM F.	Chelsea	EMERY, GEORGE W.	Lexington
BROVANICK, SAMUEL	Chelsea	<i>Harvard University, A.B.</i>	
BRUEN, JOHN A.	Newtonville	EPSTEIN, GEORGE	Chelsea
BURSTEIN, BARNET	Chelsea	<i>Boston University</i>	
CACCIATORE, GIACOMO	East Boston	EVANS, JULIUS	Roxbury
CANNON, HERBERT T.	East Boston	FAIRBANK, ROBERT U.	Salem
CARPENTER, JOSEPH W.	Mattapan	<i>Northeastern University, B.S.</i>	
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<i>Columbus University</i>		FINN, ALBERT M.	Roxbury
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CLINE, MELVIN L.	Stoughton	FOLEY, ROGER J.	Dorchester
COGHLAN, AGNES	Dorchester	FORD, JOSEPH	Quincy
COHEN, NORMAN J.	Malden	FREEMAN, CHARLOTTE L.	Dorchester
COHEN, REUBEN	Brockton	FREEMAN, DAVID	Framingham
COHEN, SIDNEY	Roxbury	GANICK, IRWIN H.	East Boston
COLE, ALLAN W.	Wollaston	GANNON, RICHARD P.	Dorchester
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CONNORS, RICHARD P.	Pittsfield	GARRITY, RAYMOND J.	Saxonville
CONVICER, ISRAEL	Dorchester	GAUGHEN, ROBERT H.	Weymouth
COVINO, ANTHONY A.	Somerville	GAVIN, GEORGE B., JR.	Brookline
COX, NORWOOD	Cambridge	<i>Harvard University, A.B.</i>	
CRAWFORD, WALLACE E.	Cambridge	GILMAN, FRANCES	Allston
CRECCO, FRANK	Medford	GILMAN, TURNER W.	North Abington
*CROCKER, HOMER	Brookline	<i>Massachusetts Institute of Technology, S.B.</i>	
<i>Harvard University</i>		GINSBERG, MAX S.	Brookline
CRONIN, FRANCIS T.	Dorchester	<i>Harvard University, A.B.</i>	
CROSBY, ALBERT	West Roxbury	GLASSMAN, DAVID E.	Cambridge

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<i>Beniley School of Accounting and Finance</i>		MAGNASCO, NICHOLAS M.	East Boston
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GOODMAN, JACK A.	Chelsea	MALBY, IRENE A.	Stoughton
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GOUGH, MARTIN G.	Medford	MANN, DOUGLAS I.	West Roxbury
GRIFFEN, REGINALD J.	Methuen	<i>Northeastern University</i>	
GRINDLE, ERNEST M., JR.	West Somerville	MANNINEN, JOHN G.	Gloucester
GUILD, LAWRENCE W.	Braintree	MARCHESE, MICHAEL	Lawrence
GUILFOYLE, ARTHUR L.	Everett	MARCOVITZ, ARTHUR S.	Roxbury
HALE, GEORGE C.	Belmont	MARCUS, MORRIS	Dorchester
HANDLER, SAMUEL	Roxbury	MARKS, SEYMOUR	Brighton
HANFLIG, ARTHUR J.	Roxbury	MARSLAND, HERBERT E.	Saxonville
HARRISON, ALBERT F.	Brookline	MASCOTT, IRVING H.	Lynn
HAYES, HENRY L., JR.	Peabody	MASSA, ANN	Beverly
HAYES, JOHN E.	Roxbury	MATERA, FRANCIS V.	East Boston
HESS, CATHERINE M.	Somerville	MATSON, VERA	Quincy
HILL, ROBERT J.	Boston	MAZER, BERNARD	Roxbury
<i>Amherst College, A.B.</i>		MCCORMACK, MARSHALL H.	Malden
HOFFMAN, ALFRED J.	Dorchester	MCCULLOCH, JOHN F.	North Weymouth
HOFFMAN, ARTHUR S.	Chelsea	MCLAUGHLIN, HOWARD F.	Dorchester
HOLLAND, JOHN E.	South Boston	MCLAUGHLIN, PHILIP J.	Boston
<i>Northeastern University</i>		MCLAUGHLIN, THOMAS F., JR.	Cambridge
HOWE, ARNOLD B.	Braintree	MCCNELLY, LEONARD R.	Malden
HURWITCH, GEORGE F.	Dorchester	MCMULTY, JOHN F.	Roxbury
<i>Boston University</i>		MCPHAIL, JAMES D.	East Boston
JACKS, STANLEY M.	Roxbury	MEEHAN, FRANCIS J.	Dorchester
JACOBS, JOSEPH D.	Roxbury	MELE, RALPH T.	Revere
JAMESON, PAUL	Brookline	MELMAN, SAMUEL	Chelsea
JOHNSON, ERNEST H.	Brighton	MILLER, PAULINE	Roxbury
<i>Dartmouth College, A.B.</i>		MIRKIN, MAURICE	Medway
KADISH, MOSES	Dorchester	MOBERG, ARVID V.	Malden
KALIN, JOHN P.	Needham	MOBERGER, CARL G.	Malden
KANE, TIMOTHY F.	Chelsea	MONAGHAN, JOSEPH J.	Milton
KANTROWITZ, PHILIP S.	Newburyport	MONROE, ROBERT J.	Brookline
KARLL, HERMAN	Chelsea	<i>Northeastern University</i>	
KATZ, HAROLD	Everett	MONSEIN, ABRAHAM	Mattapan
KELLEY, ANDREW T.	Dorchester	MORGAN, GEORGE W.	West Medford
KELLY, JOSEPH M.	Newton Center	MURPHY, JAMES E.	West Roxbury
KEMBALL, HERBERT C.	West Newton	MURPHY, THOMAS V.	Marlboro
KENDALL, MYER	Dorchester	<i>Boston University</i>	
KEOUGH, JAMES A.	Somerville	NAPPAN, EDWARD	Chelsea
KEPNER, KENNETH E.	Boston	NEWELL, ROBERT L.	Mattapan
<i>Williams College, B.A.</i>		NEWMAN, NATHAN J.	Lowell
KINSMAN, ARTHUR A.	Dorchester	NICHOLS, EMMETT R.	Saugus
KIRBY, JOHN J.	Milton	<i>De Pauw University</i>	
KIRSTEIN, LOUIS M.	Revere	NIGRO, ALFRED V.	Reading
KLINE, LEO	Dorchester	NOLAN, ALICE T.	Roslindale
KNOWLTON, WALTER W.	West Somerville	OSTROFF, NORMAN	Dorchester
KNOX, EDWARD A., JR.	Malden	O'SULLIVAN, ROBERT V.	Lawrence
KIRTZMAN, HARRY, JR.	Watertown	<i>Beniley School of Accounting and Finance</i>	
KRUPP, WILLIAM C.	Dorchester	PACE, ALBERT N.	East Boston
LAMONT, JAMES F.	Boston	PALTER, MAURICE	Revere
LANDRY, ALMA R.	Jamaica Plain	<i>Boston University, B.B.A.</i>	
LANE, WILLIAM D.	Dorchester	PERLMUTTER, IRVING	Brookline
LAWLER, JOHN J.	Lynn	PETERS, RUTH O.	Dorchester
LAWTON, JOSEPH F.	Boston	<i>Boston Teachers College, B.A., M. Ed.</i>	
LEEMAN, WILBUR C.	Melrose	POTTER, WILLARD A.	Marlboro
LENT, STEPHEN J., JR.	West Roxbury	PRANSKY, JOHN H.	Winthrop
<i>Boston University, B.S.</i>		PRINCI, PETER W.	Boston
LEONTINE, FRANK H.	Dorchester	PROVIZER, ARTHUR	Chelsea
LE SHANNA, WINTHROP C.	Watertown	PROVIZER, SAMUEL S.	Chelsea
LEVINE, MARTIN	Chelsea	RAIA, ADELINE M.	Arlington
LIBERACE, ALPHONSO	Somerville	REDDIN, JOSEPH W.	Greenfield
LIGOTTI, JOHN	East Boston	<i>Northeastern University</i>	
LILLIE, DOUGLAS G.	Belmont	REDMOND, DEELL	Lynn
<i>Yale University</i>		SMITH COLLEGE, A.B.	
LIVINGSTONE, SAMUEL	Cambridge	ROBERTS, PAUL	Dedham

ROCHE, JOHN P.	Harvard	STRATTON, GEORGE F.	Newton Center
ROPER, G. MARIAN	Dorchester	<i>Harvard University, A.B.</i>	
ROSENBERG, PHILIP H.	Lawrence	<i>Columbia University, A.M.</i>	
<i>Boston University</i>		STULIN, JACK	Dorchester
ROSS, FRANK J. C.	Quincy	<i>Bentley School of Accounting and Finance</i>	
ROSS, SIDNEY T.	Lynn	SUGRUE, FREDERICK C.	Allston
ROTONDI, EUGENE B.	Winchester	SULLIVAN, HELEN M.	Mattapan
RUBIN, MAX	Chelsea	SULLIVAN, JAMES P.	Dorchester
RUGGIERO, ANTHONY J.	Watertown	SUNDERLAND, PAUL U., JR.	Danbury, Conn.
<i>Northeastern University</i>		<i>Yale University, B.A.</i>	
SACCO, EDWARD M.	Revere	SWIMAN, LEO	Winthrop
SACKS, ARTHUR A.	Dorchester	TITLEMAN, KENNETH	Mattapan
SANCINITO, ALPHONSE	Boston	TOBIN, HAROLD M.	Salem
SCHNEIDER, RUBIN	Chelsea	TOCMAN, SIDNEY S.	Dorchester
SCHWARTZ, SIMON H.	Boston	TRAVIS, HARRY R.	Allston
SCALTRITO, ANDREW J.	Jamaica Plain	TRUDEN, JAMES R.	Brookline
SERKIN, LEON E.	Mattapan	<i>Harvard University</i>	
SHAKER, HYMAN	Malden	<i>Boston University, B.S.</i>	
SHANFIELD, MELVIN E.	Dorchester	TUDEN, VICTOR	Boston
SHEEHAN, JOSEPH H.	Watertown	UNGARO, MARY N.	Chelsea
SHELTON, EDNA E.	Boston	VAHEY, AMBROSE	Watertown
<i>Boston University</i>		<i>Bentley School of Accounting and Finance</i>	
SHER, MARTIN	Chelsea	VAUGHAN, ALLAN C.	Cambridge
SHONTING, HOWARD L.	Quincy	<i>Massachusetts Institute of Technology, S.B.</i>	
SHURTLEFF, FRANKLIN A.	West Roxbury	VIAL, NORMAN G.	Dorchester
<i>Amherst College, A.B.</i>		VOSE, DONALD W.	Edgartown
SIEGEL, JOSEPH W.	Chelsea	WEINER, WILTON G.	Newton Center
SIEGEL, NATHAN	Dorchester	<i>Dalhousie University</i>	
<i>Bentley School of Accounting and Finance</i>		WHALEN, WALTER M.	Dorchester
SILVER, FRANK A.	Boston	<i>Bates College</i>	
SILVERA, FRANK A.	Boston	WHITE, PETER F.	East Boston
SILVERMAN, LOUIS	*Newton	WHITNEY, WALLACE F.	Quincy
<i>Boston University</i>		<i>Harvard University, S.B.</i>	
SILVERS, JOSEPH L.	Belmont	WICKHAM, JOHN J.	Quincy
SIMONDS, GEORGE A.	Watertown	WILDER, FREDERICK H., JR.	Waltham
SMITH, JAMES O.	Saugus	<i>Clark University, A.B.</i>	
<i>De Pauw University, A.B.</i>		WILSON, MARY F. J.	Boston
SOUTHWORTH, RODNEY C.	Providence, R. I.	WOOD, ELIZABETH R.	Foxborough
<i>Northeastern University, B.M.E.</i>		<i>Massachusetts State College</i>	
STANLEY, CLARENCE P.	Boston	WOODWARD, FREDERICK H.	Brookline
<i>Tufts College, B.S.</i>		<i>University of Vermont</i>	
STAPLES, AUBREY O.	Lynn	YOFFA, YANA	Boston
STERN, JOSEPH H.	Boston	<i>Northeastern University</i>	
STETSON, FREDERICK W., JR.	Cambridge	YORRA, ALBERT	Mattapan
<i>Harvard University</i>		YOUNKER, ARTHUR L.	Boston
<i>Columbia University, A.B.</i>		<i>Bentley School of Accounting and Finance</i>	
STONE, ELLIOT	Roxbury	ZAFARANA, JAMES	East Boston
STONE, SYDNEY J.	Mattapan	ZETLAN, SAMUEL	Lynn
<i>Harvard University</i>		ZOIS, ARTHUR P.	Somerville
		ZWETCKENBAUM, JOSEPH H.	Taunton

IRREGULAR STUDENTS

ANTHONY, JULIAN	Arlington	LAWRENCE, JOHN E.	Hyde Park
<i>Wesleyan University, B.S.</i>		<i>Harvard University, A.B.</i>	
BILLINGS, FRED O.	Boston	MCALLEVY, EVERETT B.	Brookline
<i>Northeastern University</i>		<i>Brown University, Ph.B.</i>	
BURTON, FLORENCE E.	Boston	MILLER, HARRIS	Roxbury
BURTON, HARRY E.	Roslindale	MORIN, MAURICE A.	Brunswick, Maine
<i>Northeastern University, B.B.A.</i>		<i>Bowdoin College, A.B.</i>	
GAGE, ELLEN	Boston	PERRY, JOHN C.	Keene, N. H.
GILMAN, LEWIS E.	Cambridge	SIMON, BERTHA	Everett
<i>Harvard University, A.B.</i>		VONCKX, PAUL N.	Arlington
HAZARD, COLTON D.	Jamaica Plain	<i>Harvard University, A.B.</i>	
<i>Harvard University, A.B., M.B.A.</i>		WADSWORTH, PHILIP P.	Cambridge
HURST, CALEB K.	Braintree	<i>Harvard University, B.S.</i>	
<i>William and Mary College</i>			

STUDENTS ENROLLED IN JANUARY, 1935

AIKIN, FRANK R., JR. <i>Trinity College</i>	Cambridge	LIPSHIRES, ALFRED S. <i>Boston University</i>	Roxbury
ANGLIN, CORNELIUS J.	Dorchester	McGOVERN, THOMAS M.	Roxbury
BARRETT, CLAIR H.	Jackson, Mich.	MORRISSEY, RICHARD J. <i>Boston College, A.B., A.M.</i>	Jamaica Plain
BATTISTA, JOSEPH J.	Rockland	MURPHY, THOMAS I.	Dorchester
BERKOVER, FRANKLIN S. <i>Bates College, B.S.</i>	Taunton	NICHOLS, JOHN A.	Malden
CAMPBELL, WALTER J.	Brockton	O'KEEFE, DANIEL F.	Belmont
CHAMPION, HAROLD L.	Melrose	PERALTA, JOSEPH L.	Lynn
COOPERSTEIN, MYER	Boston	POMEROY, FRED E.	Lynn
DeNALE, JOHN L.	Boston	REIDY, THOMAS P.	Salem
FELDMAN, MORRIS	Boston	ROBINSON, OSCAR <i>Northeastern University</i>	Lynn
FOLEY, PATRICK J. JR., <i>Northeastern University</i>	Jamaica Plain	SHEA, EDMUND J.	Arlington
HARPER, STANLEY I. <i>Bentley School of Accounting and Finance</i>	Wakefield	SHRIBER, IRENE R. <i>Radcliffe College, A.B.</i>	Dorchester
HURWITZ, GORDON <i>University of Michigan, A.B.</i>	Arlington	SPROUL, MANLEY J. <i>University of Maine</i>	Augusta, Maine
ILLMAN, SAMUEL	Mattapan	STEVENSON, J. KENNETH <i>Northeastern University, B.C.S.</i>	Belmont
KELLEY, JOHN F.	Cambridge	THURMAN, IRVING A.	Dorchester
KILGALLAN, JOHN E.	Hyde Park	WILCOX, CHARLES M. <i>Boston University, B.B.A.</i>	Boston
KLYMAN, LEO	Boston		
LAMBERT, LOUIS F.	West Roxbury		
LESHANSKY, GERTRUDE G.	Roxbury		

WORCESTER DIVISION

CLASS OF 1935

CARROLL, ISABELLA G.	Worcester	GORDON, EDWARD	Worcester
FAHEY, JAMES P.	Worcester	MELICAN, MARY A.	Worcester
FRANKLIN, BEN	Worcester	RAUHA, WILLIAM M. <i>Worcester Polytechnic Institute, B.S.</i>	Millbury
GINKUS, JOSEPH C. <i>Holy Cross College, A.B.</i>	Worcester	STARBARD, EVELYN E.	Worcester
GLAVIN, JEREMIAH G. <i>Ontario Agricultural College</i>	Worcester	TASHLITSKY, SOLOMON	Worcester
GODDARD, ROSCOE H. <i>Tufts College</i>	Worcester	TIVNAN, JOSEPH F.	Worcester
		WERME, HARRY A. W.	Worcester
		YAGJIAN, ZABELLE	Worcester

CLASS OF 1936

BOWLER, WILLIAM L.	Worcester	MacLENNAN, CHARLES <i>Worcester Polytechnic Institute, B.S.</i>	Millbury
BOYLE, MARGARET L.	Worcester	MASIELLO, ANTHONY D.	Worcester
BURGESS, H. ELVIN	Webster	NAMEN, GABRIEL A.	Worcester
BURKE, JOSEPH T.	Worcester	NICHOLS, EUGENE E.	Worcester
CROMPTON, DAVIS H. <i>Harvard College</i>	Worcester	PALMER, RICHARD B. <i>Holy Cross College, A.B.</i>	Fitchburg
DiCICCO, BRUNO	Worcester	REYNOLDS, MILDRED M.	Worcester
DOLAN, FRANCIS	Leominster	SCHULTZ, MILTON M. <i>Worcester Polytechnic Institute</i>	Worcester
DOOLING, THOMAS M. <i>Harvard University</i>	Fitchburg	SHREBNIK, CHARLES	Worcester
<i>Holy Cross College, A.B.</i>		SIGEL, RALPH I.	Worcester
FORD, MARTIN J., JR.	North Uxbridge	STARR, EDWARD H.	Worcester
GENTILE, JOSEPH A.	Worcester	STATUTA, J. JOSEPH	Worcester
GRAY, STANLEY C. <i>Boston University</i>	Whitinsville	STRATFORD, JAMES J.	Worcester
HAYES, FRANK J., JR. <i>Holy Cross College, Ph.B.</i>	Worcester	SURABIAN, PETER H. <i>Northeastern University, B.E.E.</i>	Worcester
LORD, GODFREY F. <i>Assumption College, A.B.</i>	Worcester	TABOR, DONALD	Uxbridge
		WONDOLOWSKI, JOHN J.	Worcester
		WOODS, JOHN O.	Worcester

CLASS OF 1938

ADAMS, CHARLES F.	East Jaffrey, N. H.	McLAUGHLIN, JOHN E.	Worcester
ALLEN, A. NATHANIEL	Shrewsbury	MAHONEY, JOHN H.	Worcester
<i>Harvard College</i>		<i>University of Maine, B.A.</i>	
BENNETT, STANLEY A.	Uxbridge	MEDOFF, SAMUEL	Woonsocket, R. I.
<i>University of Maine</i>		PARKS, EDWARD D.	Worcester
DUPUIS, NORMAN B.	Gardner	<i>Northeastern University</i>	
<i>Assumption College</i>		POTASH, ESTHER J.	Worcester
DILLON, THOMAS J.	Worcester	ROBBINS, NORMAN B.	Worcester
<i>Holy Cross College</i>		TETREAU, WILLIAM J.	Westboro
FINNEGAN, JAMES P.	Worcester	TOBIN, FRANCIS E.	Worcester
FISHER, HYMAN L.	Worcester	<i>Ohio Wesleyan University</i>	
FISHER, LEONARD	Worcester	TROCKI, ANTHONY	Holden
GAVIN, FREDERICK W.	Leominster	TURNER, E. RAYMOND	Hopedale
GRENON, MABEL L.	Worcester	TYLER, JOHN H.	Webster
HAMILTON, ROGER A.	Worcester	<i>Harvard College, A.B.</i>	
JUNDANIAN, JOSEPH G.	Northbridge	WELLS, ALBERTA K.	Worcester
KRESSLER, JACOB J.	Worcester	<i>Smith College, A.B.</i>	
McINERNEY, GEORGE F.	Worcester	YANOFKY, ABRAHAM M.	Worcester

CLASS OF 1939

CARR, RICHARD L.	Marlboro	PIERCE, MADELINE S.	Worcester
CASEY, MARY M.	Worcester	POWERS, FRANCIS X.	Worcester
<i>Boston University, B.S.S.</i>		<i>Holy Cross College, A.B.</i>	
DEIGNAN, GEORGE F.	Worcester	<i>Columbia University, A.M.</i>	
DUFFY, JAMES E.	Worcester	RICE, HAROLD T.	Worcester
EDELMAN, CAROL	Worcester	RILEY, T. PAUL	Worcester
EVANSTEIN, MILTON C.	Worcester	<i>Holy Cross College</i>	
GARABEDIAN, CHARLES H.	Worcester	ROMASCO, VICTOR R.	Uxbridge
GOGUEN, JOSEPH W.	Gardner	SHEA, ALFRED A.	Worcester
GOLUB, ELIZABETH	Worcester	SHEPARD, F. HASTINGS	Worcester
HARAN, THOMAS F.	Worcester	<i>Syracuse University</i>	
HINCKLEY, PAUL L.	Worcester	SKEIST, IRENE D.	Worcester
<i>American University</i>		<i>Boston University</i>	
HORAN, EDWARD J.	Whitinsville	SKLADZIEN, FELIX E.	Webster
ITALIANO, MARY J.	Worcester	<i>St. Mary's College (Michigan)</i>	
LAWLESS, JOHN J.	Worcester	SNIDER, JACK M.	Worcester
KELLY, JOHN J.	Clinton	STACKPOLE, JOSEPH T.	Worcester
KERRIGAN, PATRICK E.	Clinton	STEEVES, VERNON G.	Worcester
<i>Holy Cross College, A.B.</i>		STRANIERI, LEONARD C.	Worcester
KINOSIAN, SUREN G.	Worcester	SULLIVAN, HAYES D.	Worcester
McCORMICK, HAROLD J.	Gardner	SULLIVAN, MICHAEL C.	Worcester
MATHEWSON, ELMER B.	Slatersville, R. I.	<i>Holy Cross College, A.B.</i>	
MELLEN, MELVILLE	Spencer	THOMAS, PAUL R.	Worcester
MICHALSKI, STANLEY J.	Worcester	VENN, FRANK H.	Worcester
MUNGOVAN, MAURICE J.	Worcester	<i>Denison University</i>	
MURPHY, MARY T.	Worcester	WILSON, RAYMOND E.	Worcester
OAKES, MARGARET	Webster	YAGJIAN, JOHN A.	Worcester
<i>Wellesley College, B.A.</i>		ZOTTOLI, ERNEST W.	Holden
PETERSON, HOWARD R.	Worcester		

IRREGULAR STUDENTS

CARROLL, CHARLES, <i>Holy Cross College, A.B.</i>	Worcester
GOTTLIEB, IRVING	Worcester
NEWELL, RALPH C., <i>Northeastern University</i>	Worcester

SPRINGFIELD DIVISION

CLASS OF 1935

COHEN, JUSTIN	Springfield	CULLEN, WILLIAM J.	Westfield
<i>Northeastern University</i>		DEAN, HENRY W.	Holyoke
CRANE, JOHN T.	Florence	DUNN, WALTER J.	Springfield

EMERY, ARTHUR L.	Springfield	HILL, MARIAN E.	Springfield
EPSTEIN, CLARENCE D.	Richmond	<i>Tufts College, D.H.</i>	
<i>College of the City of New York</i>		PAROSHINSKY, GERALD J.	Springfield
<i>Fordham University</i>		WALSH, DANIEL M., JR.	Springfield
GAINLEY, GRACE L. M.	West Springfield	<i>Holy Cross College, A.B.</i>	
		<i>Harvard University</i>	

CLASS OF 1936

BAILEY, WILLIAM J.	Springfield	KANE, EDWARD H.	Ludlow
BOGARDUS, MAXWELL B.	Springfield	LYONS, GRACE F.	Springfield
<i>Amherst College, A.B.</i>		NOBLE, MARY A.	Westfield
<i>Harvard University</i>		<i>Bryn Mawr College, A.B., A.M.</i>	
FALVEY, JOHN J.	Holyoke	<i>Yale University, Ph.D.</i>	
FRANCESCONI, TULLIO A.	Springfield	STEPNO, NORMAN L.	Holyoke
HODSKINS, RICHARD B.	Springfield	THERIEAU, FRANCIS R.	Springfield
<i>Williams College, B.A.</i>		TORREY, JASON W.	Easthampton

CLASS OF 1937

ABRAMS, SAMUEL S.	Springfield	FISHER, MILTON M.	Springfield
ASKINAS, GERSON	Springfield	<i>Yale University, A.B.</i>	
<i>Boston University</i>		<i>Harvard University</i>	
BIGOS, STANLEY A.	Thompsonville, Conn.	GARVEY, JAMES D.	Belchertown
BURATI, RAYMOND L.	Springfield	JACOBSON, STANLEY D.	Holyoke
COOLEY, EDWARD B.	Springfield	KILBURN, JAMES P.	Springfield
<i>University of Pennsylvania</i>		PARKER, HARRY	Springfield
CRANE, JAMES A.	Westfield	ROSENBLUM, HARRY	Holyoke
<i>Fordham University, A.B.</i>		ROSS, WALTER C., JR.	Springfield
FILLMORE, WARREN I.	Springfield	<i>Amherst College</i>	
<i>Northeastern University</i>		<i>Clark University, A.B.</i>	

CLASS OF 1938

BLOOM, PAUL	Springfield	McCOUREY, WILLIAM K.	Chicopee
BLOOM, JACK S.	Springfield	MARGOLIS, LILLIAN	Holyoke
CAPORALE, LOUIS W., JR.	Springfield	MOORE, N. DEANE	Springfield
CLIFFORD, MICHAEL J.	Holyoke	MORIARTY, RAYMOND B.	Springfield
COHEN, LOUIS H.	Springfield	O'ROURKE, JOHN J.	Florence
COULTER, MARY B.	West Springfield	PHILLIPS, FRANK C.	Longmeadow
COUSE, THEODORE C.	Westfield	RILEY, EUGENE F.	Westfield
<i>Northeastern University</i>		SHAW, GLENN A.	Springfield
DICKINSON, HARRY T.	Springfield	<i>Worcester Polytechnic Institute</i>	
FARRELL, JAMES F., JR.	Hartford, Conn.	SMALL, PHILIP	Springfield
<i>Northeastern University</i>		STEIN, CALVERT	Palmer
FITZGERALD, JAMES J.	Springfield	<i>Tufts College, M.D.</i>	
FROST, JOHN B.	Holyoke	TEEHAN, GERALD T.	Springfield
HEIT, MAX	Springfield	<i>Northeastern University</i>	
JULIN, IRENE R.	West Springfield	TRUDEL, PAUL A.	Turners Falls
KIMBALL, EDWARD J.	Springfield	WEITZMAN, JACOB	Springfield
KINIRY, JOHN J.	New Britain, Conn.	WILSON, PETER D.	Ludlow
LEVINE, HARRY	Springfield	<i>Northeastern University</i>	

CLASS OF 1939

BLODGETT, MAURICE M.	Springfield	DONAHUE, ARTHUR W.	Holyoke
<i>Tufts College, A.B.</i>		FITZPATRICK, HENRY J.	Holyoke
<i>Harvard University</i>		<i>Boston College, A.B.</i>	
BRISKIN, MELVIN R.	Springfield	<i>New York State Teachers' College, A.M.</i>	
CASSIDY, WILLIAM D.	Springfield	GARDE, DANIEL A.	Springfield
CASSIDY, JAMES B.	Springfield	GORDON, WILLIAM N.	Springfield
CHAFFEE, ROBERT A.	Springfield	GUIMOND, JAMES W.	Holyoke
COOK, NORMAN	Springfield	HECHLER, CLARENCE	Springfield
<i>Colgate University</i>		<i>Northeastern University, B.B.A.</i>	
COTTER, HOWARD J.	Springfield	HOLT, RICHARD W.	Springfield
DeLAURIER, GERARD J.	Springfield	JOHNSON, MABEL A.	Springfield

KAUFMAN, HAROLD	Springfield	SCHNELL, CLARENCE G.	Springfield
KELLY, DANIEL J.	Holyoke	<i>Northeastern University</i>	
LAMING, JOHN	Longmeadow	SISITSKY, ELI J.	Springfield
LYONS, ANTHONY	North Brookfield	SOMERS, ARTHUR L.	Springfield
<i>Amherst College, B.A.</i>		<i>University of New Hampshire, A.B.</i>	
<i>Massachusetts State College, M.S.</i>		SQUIRES, ROBERT P.	Thompsonville, Conn.
MACDONALD, NORMAN	West Springfield	<i>University of Pennsylvania, B.S.</i>	
<i>Boston University</i>		STONE, FRANCIS W.	Holyoke
MCDONOUGH, HENRY T., JR.	Springfield	<i>Brown University</i>	
MAXWELL, NORMAN E.	Waterbury, Conn.	SUPRENANT, NORRIS M.	Northampton
<i>Springfield College, B.S.</i>		<i>Amherst College</i>	
MAYES, MATTHEW T.	Springfield	<i>DePauw University</i>	
<i>Norwich University, B.S.</i>		TREMONTI, RALPH M.	Springfield
<i>Massachusetts Institute of Technology, M.S.</i>		<i>American International College</i>	
MILLER, KENNETH R.	Springfield	TRUDEL, RAYMOND M.	Turners Falls
O'CONNOR, JOHN J.	Holyoke	VESTER, KARL A.	Springfield
O'LEARY, GEORGE B.	Northampton	<i>Northeastern University</i>	
QUIRK, JOHN T., JR.	Springfield	WATKINS, WILLIAM E.	Springfield
<i>Holy Cross College, A.B.</i>		WEISENBERG, MORTON	Holyoke
REISNER, SAMUEL	Springfield		

IRREGULAR STUDENTS

HOLMES, WILLIAM G., <i>Northeastern University, B.B.A.</i>	Springfield
IRWIN, ROBERT, <i>Centre College, University of Louisville, LL.B.</i>	Longmeadow
OBER, FREDERICK C., <i>Harvard College, A.B.</i>	Springfield

STATISTICAL SUMMARY OF STUDENTS

	Boston	Worcester Division	Springfield Division	Total
Class of 1939	—	45	40	85
Class of 1938	305	27	30	362
Class of 1937	246	—	14	260
Class of 1936	150	29	11	190
Class of 1935	134	14	11	159
Irregular Students	16	3	3	22
Midyear Students	35	—	—	35
	886	118	109	1,113

GIFTS AND BEQUESTS

Northeastern University will welcome gifts and bequests for the following purposes:

- (a) For the completion of its Building Program.
- (b) For general endowment.
- (c) For specific purposes which may especially appeal to the donor.

While it is not necessary, it would be appreciated if those contemplating gifts or bequests would confer with the President of the University regarding the University's needs before legal papers are drawn.

NORTHEASTERN UNIVERSITY

DAY DIVISION

The three schools of the Day Division of Northeastern University are conducted on the co-operative plan. After the freshman year students may alternate their periods of study with periods of work in the employ of business or industrial concerns, at five-week intervals. Under this plan they gain valuable experience and earn a large part of their college expenses.

SCHOOL OF ARTS AND SCIENCES

Offers a broad program of college subjects serving as a foundation for the understanding of modern culture, social relations, and technical achievement. Varied opportunities available for vocational specialization. Degree: Bachelor of Science in student's major field.

SCHOOL OF BUSINESS ADMINISTRATION

Offers three curricula: Accounting, Banking and Finance, and Business Management. Each curriculum represents in itself a broad survey of business technique, differing from the others chiefly in emphasis. Degree: Bachelor of Science in Business Administration.

SCHOOL OF ENGINEERING

Offers curricula in Civil, Mechanical, Electrical, Chemical, and Industrial Engineering. Classroom study is supplemented by experiment and research in well-equipped laboratories. Degree: Bachelor of Science in the professional field of specialization.

EVENING SCHOOLS

SCHOOL OF LAW

Conducted in Boston: Divisions in Worcester and Springfield

Curriculum leading to the degree of Bachelor of Laws. Preparation for the bar examinations and for the practice of the law. Case method of instruction. Open to men and women.

SCHOOL OF BUSINESS

Conducted in Boston: Divisions in Worcester, Springfield and Providence

Curricula in Accounting, Business Administration, Law and Business and Applied Science, leading to the degrees of Bachelor of Business Administration and Bachelor of Commercial Science. Open to men and women.

LINCOLN SCHOOL OF LIBERAL ARTS

A four-year curriculum leading to the Degree of Associate in Arts (A.A.). Students may register for the degree program or for individual subjects of a cultural nature. Open to men and women.

LINCOLN INSTITUTE

Courses leading to a diploma in the fields of Architectural, Civil, Electrical, Mechanical and Structural Engineering. One year course in Aeronautics. Students may register for individual subjects.

LINCOLN PREPARATORY SCHOOL

Courses in high school subjects leading to a diploma. Students may enter in September, January, or May. Prepares for admission to all colleges. The School has college entrance certificating privilege. Open to men and women.

For further information regarding any of the above schools, address

NORTHEASTERN UNIVERSITY

316 Huntington Ave., Boston, Mass. Tel. Ken. 5800

Worcester, Mass.
766 Main St.
Tel. Wor. 56101

Springfield, Mass.
114 Chestnut St.
Tel. Spr. 68361

Providence, R. I.
160 Broad St.
Tel. Gaspee 6357



NORTHEASTERN UNIVERSITY

YEAR BOSTON 1935-1936

SCHOOL OF BUSINESS

EVENING SESSIONS

OFFICE HOURS

AUGUST 16 — JUNE 16

Daily (*except Saturdays and Sundays*), 8.45 A.M.—9.30 P.M.
Saturdays, 8.45 A.M.—1.00 P.M.

JUNE 16 — AUGUST 15

Daily (*except Saturdays and Sundays*), 9.00 A.M.—4.00 P.M.
Saturdays, 9.00 A.M.—12.00 NOON.

Address Communications to

NORTHEASTERN UNIVERSITY
SCHOOL OF BUSINESS

312 HUNTINGTON AVENUE, BOSTON, MASS.

TELEPHONE: KENMORE 5800

NORTHEASTERN UNIVERSITY
EVENING DIVISION
SCHOOL OF BUSINESS



28th Year
1935-1936

*A DISTINCTIVE SCHOOL OF BUSINESS
providing opportunities for men and women to receive advanced
training in Business during convenient Evening Hours*

The
NORTHEASTERN UNIVERSITY SYSTEM

Statistical Summary — 1933-1934

	<i>Administrative Officers and Faculties</i>	<i>Students</i>
I. General Administration	7	
II. Northeastern University		
School of Engineering	66	1,433
School of Business Administration		351
School of Law	54*	1,188*
School of Business	87*	915*
III. Lincoln Schools		
Lincoln School of Liberal Arts	12	54
Lincoln Institute	25	181
Lincoln Preparatory School		
Regular Term	23	330
Summer Term	10	137
IV. Day Preparatory School		
Regular Term	23	168
Summer Term	8	70
	<hr/>	<hr/>
Total	315	4,827
Less Duplicates	78	212
	<hr/>	<hr/>
Net Total	237	4,615

* These figures include the administrative officers, faculties, and students of the Divisions of the University in Worcester, Springfield, and Providence.

Northeastern University

Administrative Organization

BOARD OF TRUSTEES

ROBERT GRAY DODGE

Chairman

FRANK LINCOLN RICHARDSON

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CARL DREYFUS

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CHARLES RICE GOW

ARTHUR STODDARD JOHNSON

JAMES LORIN RICHARDS

SABIN POND SANGER

FRANK PALMER SPEARE

FRANCIS ROBERT CARNEGIE STEELE

COMMITTEES OF THE BOARD

EXECUTIVE COMMITTEE

Frank L. Richardson, *Chairman*; Wilman E. Adams, Robert G. Dodge, Charles R. Gow, Arthur S. Johnson, Frank P. Speare, F. R. Carnegie Steele.

COMMITTEE ON HOUSING

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COMMITTEE ON FUNDS AND INVESTMENTS

Sabin P. Sanger, *Chairman*; T. Grafton Abbott, Wilman E. Adams, William C. Chick, Robert G. Dodge, Carl Dreyfus, Frank L. Richardson, Frank P. Speare.

EXECUTIVE COUNCIL

FRANK PALMER SPEARE, M.H., LL.D.

President of the University

GALEN DAVID LIGHT, A.B.

Secretary and Treasurer of the University

CARL STEPHENS ELL, A.B., M.S., Ed.M.

Vice-President of the University

EVERETT AVERY CHURCHILL, A.B., Ed.D.

Vice-President of the University

DIVISIONAL COMMITTEES**WORCESTER DIVISION***Governing Board*ROBERT WARING STODDARD, *Chairman*

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JOHN DOANE CHURCHILL

HAROLD GARDNER DUNNING

ROBERT RICHARDSON EMERSON

BENJAMIN ALVEY FRANKLIN

BLAKE ALEXANDER HOOVER

STANLEY OSCAR SMITH

PROVIDENCE DIVISION*Educational Committee*CLARENCE EDGAR SHERMAN, *Chairman*

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RICHARD DAY ALLEN

JOHN EDWARD CANDELET

CARL WILLIAM CHRISTIANSEN

DONALD GRAHAM CLARK

WILLIAM COVELL ELLIS

CLARKE FREEMAN

LUTHER NEWTON HAYES

ERNEST IRONS KILCUP

ERNEST WILLIAM LANE

DEORMOND McLAUGHRY

WILLIAM WASHBURN MOSS

GREN OREN PIERREL

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School of Business

Calendar of Evening Sessions

Class sessions which fall on holidays are made up at the end of the course or as announced.

1935

<i>August 21</i>	Opening session Preliminary Course in Accounting for Advanced Standing (Boston only).
<i>September 3-11</i>	Examinations for Removal of Conditions and Advanced Standing.
<i>September 9-13</i>	Upper classes begin in Springfield.
<i>September 16-20</i>	Upper classes begin in Providence and Worcester.
<i>September 23-27</i>	All classes begin in Boston.
<i>September 23-27</i>	Freshman classes begin in Worcester, Springfield, and Providence.
<i>November 11</i>	Legal holiday (no classes).
<i>November 28</i>	Legal holiday (no classes).
<i>December 18</i>	Last class session before Christmas recess in Providence.
<i>December 20</i>	Last class session before Christmas recess in Boston, Worcester, and Springfield.

1936

<i>January 3</i>	First class session after Christmas recess in Providence.
<i>January 6</i>	First class session after Christmas recess in Boston, Springfield, and Worcester.
<i>January 20-24</i>	Second semester classes begin in Worcester and Springfield.
<i>January 27-31</i>	Second semester classes begin in Boston and Providence.
<i>April 20</i>	Legal holiday (no classes in Massachusetts).
<i>May 1</i>	Last date for filing application for Degrees and for the payment of the graduation fee.
<i>May 11-29</i>	Final examination period.
<i>June 7</i>	Baccalaureate Services at Springfield and Providence.
<i>June 10</i>	Commencement Exercises at Springfield.
<i>June 12</i>	Commencement Exercises at Providence.
<i>June 14</i>	Baccalaureate Services at Boston and Worcester.
<i>June 15</i>	Commencement Exercises at Boston.
<i>June 16</i>	Commencement Exercises at Worcester.

Northeastern University

NORTHEASTERN UNIVERSITY is incorporated as a philanthropic institution under the General Laws of Massachusetts. The State Legislature, by special enactment, has given the University broad degree-granting powers. Four distinct types of education have been evolved as the varying needs of men and women for educational opportunities have been discovered and met:

1 Several curricula in the field of co-operative education have been developed in the day schools of Arts and Sciences, Engineering and Business Administration, leading to the degree of Bachelor of Science, with appropriate specifications. This co-operative plan enables the student to alternate regular periods of classroom instruction with supervised employment in an industrial or commercial position, thus combining theory and practice in an exceedingly effective manner. Apart from the educational advantages of the co-operative plan is the opportunity for self-support which a student has while pursuing his studies. During the co-operative periods, students not only gain experience but are also paid for their services. Some 300 business and industrial concerns co-operate with Northeastern University in making this program effective.

2 An extensive adult education program has been developed in two types of evening schools: first, schools of collegiate grade, the School of Law and the School of Business, offering curricula leading to the degrees appropriate to each type of education, and the Lincoln School of Liberal Arts offering a junior college program in cultural fields leading to the Associate of Arts degree;

second, non-degree-granting schools, the Lincoln Preparatory School, which is among those approved by the New England College Entrance Certificate Board, and the Lincoln Institute, a school furnishing instruction in engineering upon a junior college level.

3 In order to occupy their field in a larger way, Divisions of the evening Schools of Law and Business have been established in connection with the Young Men's Christian Associations in Worcester and Springfield and of the School of Business in connection with the Young Men's Christian Association in Providence, thus making it possible for many men and women, whose needs would not otherwise be met, to secure an education in law or in business. With the establishment of the Divisions, thorough-going methods of supervision were instituted and have been consistently followed and improved with the result that the divisional work is conducted upon a highly efficient basis.

4 The Huntington Day School for Boys is the outgrowth of a demand in the city of Boston for an urban preparatory school with high educational standards, which would furnish thorough preparation for admission to the leading colleges and universities. While easily accessible to the various sections of Boston and to the suburbs, it has the facilities of a country day school and offers a country day school program. This School is one of the leading preparatory schools of the country.

ORGANIZATION

The corporation of Northeastern University is known as the Board of Trustees. This Board is composed of twenty-one members,

ten of whom, including the Chairman of the Board of Trustees and the President of the University, serve concurrently on the Board of Trustees of the University and the Board of Directors of the Boston Young Men's Christian Association.

There are three main committees of the Board of Trustees: (a) An Executive Committee which serves as an Ad Interim Committee between the regular meetings of the Board of Trustees and has general supervision of the financial and educational policies of the University. (b) A Committee on Hous-

ing which has general supervision over the buildings and equipment of the University and is charged with the securing of funds for the housing and equipment development of the institution. (c) A Committee on Funds and Investments which has the responsibility of administering the funds of the University.

The Board of Trustees has also created, through its by-laws, an Executive Council, consisting of the President, the Secretary, and the two Vice-Presidents. To the Executive Council the Board has allocated broad powers.

LOCATION OF THE UNIVERSITY

BOSTON

Northeastern University is located in the Back Bay educational center of Boston within sight of the Opera House, Symphony Hall, the Art Museum, Conservatory of Music, and other cultural and educational institutions. The offices of the University are at 312 and 316 Huntington Avenue, easily reached from the North and South Stations and from the various central points of the Boston Elevated system.

WORCESTER DIVISION

The Worcester Division is located in the Worcester Y. M. C. A. Building at 766 Main Street, a five-minute walk south from the City Hall.

The School is easily accessible from all parts of the city and is within easy walking distance of both the Union Station and the bus and interurban terminals. Excellent bus service is maintained to all suburban points. Student rates may be obtained on practically all of these lines.

SPRINGFIELD DIVISION

Northeastern University, Springfield Division, is located two streets east of Main on Chestnut, corner of Hillman—a three-minute walk from Main via Hillman. It is reached from the Union Station by a five-minute walk south along Dwight to Hillman to Chestnut; and a three-minute walk north along Chestnut from the Public Library on State Street.

PROVIDENCE DIVISION

The Providence Division is located in the Y. M. C. A. Building at 160 Broad Street. This location is about an eight-minute walk from the center of the city. Adequate parking facilities are available for automobiles. The following car and bus lines pass the building: Broad Street, Elmwood Avenue, Reservoir Avenue, Auburn and Eden Park, Rocky Point, Riverpoint, East Greenwich, and Buttonwoods.

School of Business

Administrative Organization

GENERAL OFFICERS OF ADMINISTRATION

FRANK PALMER SPEARE, M.H., LL.D., *President of the University*
GALEN DAVID LIGHT, A.B., *Secretary and Treasurer of the University*
EVERETT AVERY CHURCHILL, A.B., Ed.D., *Vice-President of the University*
RUSSELL WHITNEY, B.S., LL.B., *Dean*

LOCAL OFFICERS OF ADMINISTRATION

BOSTON

RUSSELL WHITNEY, B.S., LL.B., *Dean*
EBEN OSWELL SMITH, B.S., *Registrar of the Evening Division*
KENNETH STEVENSON, B.C.S., *Bursar of the University*
MYRA EDNA WHITE, *Librarian of the University*

WORCESTER DIVISION

WILLIAM ALBERT LOTZ, A.B., *Director*

SPRINGFIELD DIVISION

JOHN DOANE CHURCHILL, A.B., A.M., *Director*

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RALPH LORENZO BOWEN, B.C.S., *Assistant Director and Bursar*

GUY DOLPHUS MILLER, A.B., Ed.M., C.P.A., *Associate Dean*

PROVIDENCE DIVISION

LUTHER NEWTON HAYES, B.S., M.A., *Director*

CARL WILLIAM CHRISTIANSEN, B.C.S., C.P.A., *Associate Dean*

JOHN EDWARD CANDELET, B.S., A.M., M.B.A., *Counselor*

SECRETARIAL AND OFFICE STAFF

BOSTON

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ELIZABETH SAYLES, *Recorder*

ELIZABETH BRECHEN HUNT, *Secretary to the Registrar*

ELLEN WHITEHOUSE PARKINSON, *Bookkeeper*

ELIN VICTORIA PETERSON, *Secretary to the Vice-President*

GRACE HEWETT WATKINS, B.S., *Assistant Librarian*

ESTHER WORT HUGHES, A.B., *Assistant Librarian*

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FLORENCE ELSIE BURTON, *Secretary to the Treasurer of the University*

THELMA GERTRUDE DUNN, *Bookkeeper, Treasurer's Office*

DAISY MILNE EVERETT, *Bookkeeper, Treasurer's Office*

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WORCESTER DIVISION

IRMA McALLISTER BROWN, *Secretary to the Director*

LUCY ELIZABETH MORRILL, *Recorder*

SPRINGFIELD DIVISION

CAROLINE EDITH BERGMANN, B.C.S., *Registrar*

VIOLET LILLIAN DESILETS, *Secretary to the Director and Recorder*

PROVIDENCE DIVISION

AVIS STOKES MACINTOSH, *Secretary to the Director and Registrar*

MABELLE HAILE CHAPPELL, A.B., *Assistant Registrar and Recorder*

ADMINISTRATIVE COMMITTEE

EVERETT AVERY CHURCHILL, *Chairman*

GALEN DAVID LIGHT

LUTHER NEWTON HAYES

JAMES WALLACE LEES

RUSSELL WHITNEY

EBEN OSWELL SMITH

SYDNEY KENNETH SKOLFIELD

JOHN DOANE CHURCHILL

WILLIAM ALBERT LOTZ

ELIZABETH SAYLES, *Secretary*

COLLEGIATE SCHOOLS COMMITTEE

EVERETT AVERY CHURCHILL, *Chairman*

JAMES WALLACE LEES

SYDNEY KENNETH SKOLFIELD

EBEN OSWELL SMITH

RUSSELL WHITNEY

School of Business

The Background of an Institution

TWENTY-EIGHT years ago, in March of 1907, the first undergraduate evening school of business in New England was organized. It was Northeastern University, a pioneer endeavor to bridge an existing gap in business and professional education. Four years later, Northeastern University School of Business was authorized by the Massachusetts Legislature to grant a university degree to its graduates.

PURPOSE

Now, just as at the start, the school seeks first to determine what business needs in its personnel, and then to supply properly trained men and women who can fulfill those needs.

The training of a student at Northeastern has always been conducted so that a graduate receives not only a B.B.A. or a B.C.S. degree, but an immediately applicable vocational training equipping him to fill a better position in some one business activity. For his future, he has the advantage of a thorough background of business methods and an appreciation of the problems of management, which, if properly used, may lead to advancement and executive responsibilities.

Such a well-rounded preparation also enables a Northeastern graduate to achieve the higher social standing enjoyed by college and university graduates.

ADMINISTRATIVE POLICY

The School of Business was founded to serve those who have only evening hours free for study—a special field, limited to the education of the person who has permanently left day school and gone to work. The North-

eastern University student is an adult, usually more mature than the student of a day school. He is in direct touch with business and is expected to take an active part in his own supervised training. The constant effort of the administrative and teaching staff is toward more effective means of suiting their educational service to the individual evening student.

A program carefully adapted to the needs of the student, and the proper guidance of his time and effort in class group and study, call for high standards in administration. The administrative officers of Northeastern University function solely to help the student get the most value from his course of training. The Dean of the School, the Educational Directors in the Divisions at Worcester, Springfield, and Providence, the Registrars and other officers are available at all times to assist students. Those who desire any sort of advice or guidance in any part of their school work will find the officers of the School always ready to do their utmost.

METHODS OF INSTRUCTION

Because the evening student is daily in contact with business, his training logically should be in actual business problems. The School's instruction in nearly all courses is by the problem method. In a few introductory or survey courses the lecture and text book method is used in combination with the problem method. All of the teaching staff are active business men whose practical experiences adequately fit them to carry through this type of instruction. Under such a method there is a more definite individual



A class in Distribution, relating sales problems and methods, conducts its own sales demonstration

gain, for the theories of business are faced, so to speak, in their work clothes, and the student's vivid knowledge of economic principles is accompanied by the rise of a keener analytical interest in his business surroundings.

Business demands more than knowledge; it demands quick applications of that knowledge. A Northeastern graduate learns to think and act more independently and soundly when that demand is made of him.

Cases and tests are frequently supplemented by stimulating lectures and class group discussions. Written reports and examinations serve only that the student may measure his own progress or as indications to the instructor of his success in helping the student to a fuller understanding of his subject.

SPECIAL VOCATIONAL GUIDANCE

Northeastern University School of Business does not end its educational responsibilities in merely providing courses of study. Its individual students are helped to determine their own abilities and the field of work in which those abilities will give them the greatest chance of advancement. When a student's interest has been established, the school then assists the student in fulfilling the requirements for success in his chosen field.

A student's personal guidance in this respect is not judged as completed in his first year. Rather it is a constant process continually modified to meet the changing conditions of business life during his entire term. The administration and faculty have in the

last two years worked out and put into effect new plans in a broader effort to—

- 1 Acquaint students with various fields of business activity so that they may make more rational choices of a vocational field in which to specialize.
- 2 Aid students in the choice of specific vocational objectives within their chosen fields.
- 3 Provide facilities for study of vocational and specific job requirements, as well as the opportunities and the steps necessary to achieve progress.
- 4 Co-ordinate the student's education more closely to his vocational interests.

STAFF OF INSTRUCTION

The teaching staff of the School in Boston and the Divisions is recruited from business and professional leaders of New England business. The instructors are college-trained men who have proved their ability in their various fields of specialization. They are selected on the basis of their ability to convey knowledge to others in an interesting, inspiring, and effective manner. They are also chosen for the breadth of their training and experience. Their teaching is a work of enthusiasm freshened each evening by contact with those who are seeking seriously for knowledge, skill, and attitudes that will contribute to success.

While business essentials are stressed, cultural and ethical values are by no means neglected. The ability to think and judge independently usually results in cultural development. But the school has not been content to let the cultural side of its educational activities be merely a passive by-product. Instructors are men of high ideals and attainments, who have a genuine

interest in those finer attributes of character and personality which make for good citizenship and the appreciation of worthy ideals. A large part of the success of the School and of the individual students may be traced directly to the contacts with instructors of the caliber selected by the School of Business.

SUCCESS OF THE ALUMNI

The best indication of the cumulative rewards to be won by pursuing a systematic program of study in spare evening hours is to be found in the records of Northeastern School of Business Alumni.

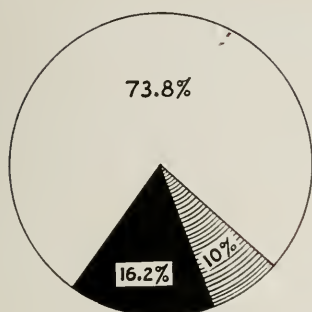
A recent study covering a 20-year period conclusively shows that better positions and increased incomes are directly traceable to the evening hours spent in preparation at Northeastern.

A portion of this study is the comparison of positions held by the alumni when they entered the School as freshmen with the positions they held in January, 1931.

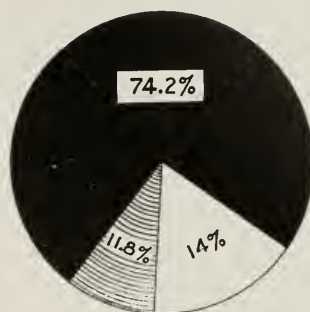
	<i>Upon January Entrance 1931</i>	
	%	%
Presidents and Other Corpora- tion Officers	.5	3.4
Owners of Business	1.6	6.7
Treasurers and Comptrollers	.2	10.0
Accountants	9.0	31.2
Office Managers	1.2	8.3
Department Managers	3.7	14.6
Salesmen	3.0	4.7
Educators	2.3	4.3
Government Employees	1.9	2.4
Bookkeepers	20.8	5.8
Clerks	47.4	6.2
Factory Workers	4.9	1.0
Unemployed	.7	1.0
Miscellaneous	2.8	.4

THE STUDY OF POSITIONS HELD

AS FRESHMEN



AS ALUMNI



KEY



EXECUTIVE RESPONSIBILITY



MISCELLANEOUS POSITIONS



CLERICAL AND FACTORY WORK

*The Freshman Clerk, an Alumnus Executive*

This pronounced trend to better and more responsible positions is further substantiated by a study of the income of the same alumni group over the same period.

Entrance to 1 year after graduation

— 56% increase

Entrance to 5 years after graduation

— 153% increase

Entrance to 10 years after graduation

— 239% increase

Entrance to 15 years after graduation

— 297% increase

Notice that the average Northeastern student begins his advancement in business even while he is *still at his training*, and that upon graduation he has already taken a forward step in his business career.

Although the years since the date of this 20-year normal study have affected the range of its figures, it is safe to assume that a simi-

lar ratio between the incomes of Northeastern trained men and untrained men still applies. In the depression period it is probable that Northeastern alumni, because of their training, have fared proportionately better than in normal times, since business men tend to retain the best of their personnel when reductions become necessary.

However, the success of alumni is not to be measured entirely by the dollar and cents increase in their incomes. Northeastern University School of Business Alumni, as a result of their broad training, have enlarged their whole horizon of life. They have developed a keener appreciation of the human values which count most in life. They have found valuable avenues of friendship and social contact. They have discovered larger opportunities for participation in social and civic enterprises. They have become not only better business men but better citizens.

THE STUDENT BODY

The character of a student body determines the standards which a school can maintain. Nothing is more essential to the success of an educational institution than a careful selection of incoming students. This principle applies just as readily to an evening school as to a day school. Standards are invariably adjusted to the average intelligence of the students. For this reason, Northeastern University School of Business maintains standards of admission which result in a student body capable of pursuing work of standard college grade during evening hours.

The student body consists of 918 men and women of widely varied ages and occupations. The youngest student is 16 years of age and the oldest 52 years. The average age is 24 years.

Nearly one-half of the students are married men who have realized that if they are to increase their earning power they must fit themselves for advancement. That the training offered by the School has enabled the students to improve their earning capacities and enlarge their responsibilities is conclusively proved by a study made in 1930-31 which shows that students in the School increased their incomes 49% in the five-year period between entering the School and graduation, and as much as 297% in the following fifteen years.

In the student body 257 high schools and other preparatory schools are represented. Fifty-one colleges and universities are represented by 156 students who are either graduates or have attended one or more years.

In the Boston Division, 350 students come from 106 different cities and towns, commuting from considerable distances.

In the Worcester Division, 124 students represent 18 separate communities; and in Springfield, 23 Connecticut Valley towns or cities contribute 279 students.

The 169 students at Providence represent 32 cities of Massachusetts and Connecticut as well as Rhode Island.

PLACEMENT SERVICE

FOR GRADUATES

While the School cannot guarantee positions to its graduates, the number of requests for men usually exceeds the number available in the graduating class of any given year. The policy of the School is to find the best equipped and qualified men among its graduates for the positions which the School is called upon to fill.

The School in recommending a graduate for a position furnishes the prospective employer with the facts as to the graduate's ability, character, attitudes, habits, and other qualifications for the position as revealed by the School records. In the last analysis, however, placement in a position depends quite largely upon the graduate's ability to sell his services to the prospective employer. Most employers prefer to consider two or more candidates for a position and generally request the School to suggest more than one person. Many manufacturing and commercial firms throughout New England call upon this School to assist them in filling important executive and managerial positions.

No charge is made for placement service.

FOR STUDENTS

Many requests from employers are received by the School, during normal times, for young men of potential ability to fill important clerical and junior executive positions. It is the policy of the School to serve the students whenever possible by placing them in those positions which promise attractive opportunities for development and advancement. The School, however, cannot guarantee to place its students, but it does endeavor to keep in close touch with those

who desire placement service and to assist them in obtaining satisfactory advancements in positions and income. No charge is made for placement service. Those needing this assistance should file an application at the School Office.

In recommending students for positions,

preference is given to those who have completed a year or more of study in the School. The School must know something as to the abilities, habits, character, and general worth of an individual as revealed by his record as a student before it can recommend any student to a position.



A Conference group discusses Management Policies, following an analysis by the Instructor

School of Business

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*The Faculty list and course assignments published in this catalog are for the Year 1934-35. The Faculty for the Year 1935-36 is published during the summer.

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 GERARD HERMAN BOETJE
 JEREMIAH FRANCIS BUTTIMER
 JOHN PATRICK DOYLE
 WILLIAM JAMES LETHBRIDGE, JR.

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School of Business

Programs of Instruction

THE SCHOOL provides the following major programs of instruction for undergraduate students:

ACCOUNTING

1. A specialized program leading to the Certificate of Proficiency in Accounting.
2. A six-year program leading to the degree of Bachelor of Business Administration. (See page 18.)

BUSINESS ADMINISTRATION

A six-year program with opportunity for specialization in Marketing, Finance, and Management, leading to the degree of Bachelor of Business Administration. (See page 21.)

COMBINED LAW AND BUSINESS

A six-year program combining the study of law and business, leading to the degree of Bachelor of Business Administration. This program is not available in the Providence Division. (See page 24.)

APPLIED SCIENCE AND BUSINESS

A six-year program combining the study of applied science and business, leading to the degree of Bachelor of Commercial Science. This program is offered in the Springfield Division only. (See page 26.)

SPECIAL PROGRAMS

Where the individual needs of a student necessitate, the School will provide special one-year, two-year, or longer programs to meet those needs. If, for good reasons, a student wishes to vary a regular program, he may do so upon securing approval from the Dean. (See page 26.)

SINGLE OR UNIT COURSES

For those who may wish to pursue one or more related or unrelated subjects instead of a certificate or degree program, opportunity is provided for enrolling in single or unit subjects. (See page 26.)

THE ACCOUNTING PROGRAM

Students of accounting in the School of Business may follow a program of training in this specialized subject which prepares them to take the examination for Certified Public Accountant (C.P.A.) or to carry on work of major responsibility in commercial accounting with private or public business firms.

Thoroughness of instruction is all-important. The trained accountant must be able to adapt himself quickly to the rapidly changing conditions of modern business. He should be ready to assume executive responsibility outside the field of accounting. This involves, of course, a background of understanding of various functions of business quite apart from the specialized accounting field. The accounting program includes prescribed subjects for the certificate of proficiency and adequate preparation for the C.P.A. examination.

Upon completion of the four years of prescribed subjects for the certificate of proficiency, students may take two years of additional study required for the degree of Bachelor of Business Administration. These two additional years are greatly to the advantage of the student, since they give an opportunity to study managerial and administrative subjects which fit him to assume responsibility outside of the accounting field, and give him the basic understanding of business at large which is of vital importance to accountants who hope to make real progress.

OPPORTUNITY IN THE ACCOUNTING PROFESSION

Taxation, legal requirements governing qualifications for listing in the stock market, corporation laws governing the preparation of financial reports, and many other developments in the conduct of business have broad-

ened the scope of accounting to such a degree that in normal times the supply of trained accountants is far inadequate to meet the demand. Moreover, a knowledge of accounting is universally regarded as essential in all phases of business management. There is a large field of public accounting which has not been developed, and with the increased emphasis which financial institutions are placing upon accounting, the need for college-trained Certified Public Accountants is increasing every year.

Opportunities in the field of accounting are almost unlimited. Financial returns compare favorably with those of other professions such as law, medicine, and engineering, but, unlike those professions, the accounting field is not crowded with university-trained men, so that unusual opportunities await the man of ability and university training in accounting to gain recognition and advancement.

The normal development of an accountant from the time he gets his degree is as follows:

First—as a junior assistant, he works on routine accounting procedure which is highly essential as a part of his experience. Compensation usually ranges from \$1,000 to \$1,500. The average man spends about two years in this position.

Second—as a senior assistant accepting some responsibilities, and performing somewhat of a professional service, the average man gets a salary which ranges from \$1,400 to \$2,500 a year.

Third—he now assumes full responsibilities for important assignments and becomes a senior accountant with a salary range from \$2,500 to \$5,000.

As a supervisor in charge of the work of other accountants, the salary range goes up to \$3,500 to \$10,000.

Fourth—The peak of success for accountants is firm membership. As a firm member, the accountant may not earn more than in the other higher positions, but usually earnings range from \$4,000 to \$25,000 a year, and frequently as high as \$50,000.

While the remuneration in the field of public accounting for properly trained men is attractive, the fields of commercial and private accounting offer even more attractive inducement. The latest census figures show that there are 191,571 persons engaged as accountants and auditors in the United States. From trained accountants are selected many of the executives outside the accounting profession, including office managers, comptrollers, treasurers, and other officers of business concerns. Salaries of treasurers and comptrollers vary from \$4,000 to \$15,000; office managers from \$3,000 to \$6,000; chief accountants from \$2,500 to \$5,000. Many senior accountants have advanced into responsible executive positions paying \$10,000 and more.

QUALIFICATIONS FOR SUCCESS IN ACCOUNTING

There is no easy or royal road to success in accounting. The technique can be mastered only through tedious and difficult routine work, comparable to the preparatory service of a doctor, lawyer, or engineer. Mathematical accuracy is extremely important. The student must learn to analyze logically and soundly; to visualize and present situations as they develop. Each step, however painstaking and laborious, must be mastered by one who hopes to succeed either as a public or private accountant. Above all, the higher standards of honesty must be maintained,

and the accountant's personal and ethical conduct must be above suspicion. The successful accountant is able to make a good appearance, to present an agreeable personality, and to express his ideas clearly in good English. Northeastern University School of Business tries to train its graduates so that they possess all these qualifications. The School encourages only men with the proper personal, mental, and educational qualifications to enter the profession.

REQUIREMENTS FOR CERTIFICATE OF PROFICIENCY

(Four Years of Study Required)

<i>Course Numbers*</i>	<i>Subjects</i>	<i>Semester Hours</i>
A 1-2	Introductory Accounting	4
A 3-4	Intermediate Accounting	4
A 7-8	Accounting Problems	4
A 9-10	Cost Accounting	4
A 11	Auditing	2
A 13-14	Income Tax Procedure	4
A 15	Constructive Accounting	2
A 17-18	Advanced Accounting Problems	4
E 1-2	Business English	4
Ec 1-2	Business Economics	4
Ec 3-4	Financial Organization	4
L 1-2	Legal Aspects of Business (C.P.A. Law)	4
M 1-2	Fundamentals of Business Management	4
	Business Experience	8
Total Semester Hours Required for Certificate		56

*See notes at top of page 26.

**ADDITIONAL REQUIREMENTS
FOR B.B.A. DEGREE**

(Two Years of Study Required)		
<i>Course Numbers*</i>	<i>Subjects</i>	<i>Semester Hours</i>
E 3-4	Advanced English	4
E 5	Public Speaking	2
Ec 7-8	Business Statistics and Forecasting	4
Ec 9	Economic Development of the U. S.	2
M 5	Business Psychology	2
M 9-10	Management Problems and Policies	4
T 1	Thesis Seminar	2
T 3-4	Thesis	4
	Business Experience	16
	Electives (4 semester hours to be chosen from the sub- jects listed at right)	4
	Total Semester Hours Required for Degree	100

ELECTIVE SUBJECTS

<i>Course Numbers*</i>	<i>Subjects</i>	<i>Semester Hours</i>
A 19-20	C.P.A. Comprehensive Re- view	4
Ec 5-6	Investment Principles and Practice	4
M 7-8	Credits and Collections	4
M 11-12	Government Controls in Business	4
M 13-14	Business Planning and Research	4
M 15-16	Business Administration Seminar	4

The normal period of attendance for the Certificate of Proficiency Program is four years, thirty-two weeks each year, three evenings a week, two hours each evening; for the B.B.A. Degree Program, six years, thirty-two weeks each year, three evenings a week, two hours each evening, except for those who enter with advanced standing credit. Students who wish to attend less than three evenings a week may do so extending the time required to complete their program.

*See notes at top of page 26.

*A background
of accounting
is essential in
a graduate's
qualifications
for success*



THE BUSINESS ADMINISTRATION PROGRAM

"The field of business within the last twenty years has so widened and become so much more complex that the successful business man finds no limit set to his vision. As an executive he must possess the faculty of interpreting current events, the ability of analyzing situations, and a thorough knowledge of the principles underlying all successful business practice."^{*}

The complexity of modern business makes it exceedingly difficult for those who are dependent upon their own experience to develop those abilities and obtain the knowledge so necessary for the desired advancement in business. A broad perspective of business organization and operation develops viewpoints and habits that promote clear thinking and sound judgments in business decisions. This broad perspective demands not mere facts but also that executive power which can initiate plans and put them into effective operation. This power is seldom acquired from experience in details but comes from a thorough knowledge of business principles and of the proper application of those principles to the solution of problems. Executive and managerial leadership demands that power; the School of Business through its Business Administration Course proposes to develop it.

Conservative estimates indicate that in normal times about 24,000 college and university graduates enter commercial and business positions each year, and that there are 650,000 attractive opportunities for college men in the fields of business and public service. It will be seen that the number of college-trained men entering business careers in any given normal year fill less than 4% of the available opportunities attractive enough to interest these men. Of these 650,000 executive and other higher positions 41%

are in the field of distribution, 21% in industry, 6% in real estate, 6% in finance and banking, 6% in public service, 5% in insurance, 4% in accounting, and 4% in transportation. It is apparent that the fields of marketing, finance, and industry offer nearly 70% of the positions suitable for college-trained men.

A recent extensive study^{**} of occupational opportunities shows that most college men who enter work in distribution, industry, transportation, and banking become involved sooner or later in some function of operating management where they become responsible for the direction of human effort within their organization. Those who enter insurance, real estate, investment banking, and distribution become primarily responsible for the selling of goods or services. Business Administration, as Northeastern University School of Business conceives it, involves the functions of co-ordinating and administering the efforts of men engaged in a common business enterprise.

The Business Administration Program is primarily planned to train men and women who are now employed in business and industry for a more successful performance of their duties and responsibilities and to become more intelligent and useful members of society. While the program is primarily designed to further the students' vocational and economic interests, it does not ignore the values which come from a cultural appreciation. Students who pursue this program become acquainted with the major business functions such as marketing, finance, production, and accounting. They receive a thorough training in the principles of economics and the application of those principles to modern business conditions. Through special attention to the problems of personnel, the student sees him-

^{*}Statement by Dr. Jeremiah W. Jenks, late President, Alexander Hamilton Institute.

^{**}Dewhurst and Bossard, *University Education for Business*, Univ. of Pa. Press.



Industry, alone, normally offers 130,000 positions a year to college-trained men

self in relationship to executive and managerial responsibilities which he may be asked later to assume.

The question is frequently asked, "For what specific positions in business will this program prepare me?" The Dewhurst and Bossard study reveals that a small proportion of the graduates of the business administration programs in schools of business chose their occupation in the field of their specialization in college. It has been found that detailed vocational knowledge of special fields, except in the field of Accounting, can be taught more readily on the job than in the classroom. The School of Business takes the position that its program in Business Administration should provide the student with a

broad general background and understanding of the principles of business so that he can adapt himself readily to new situations as they arise, and make needed adjustments because of his ability to think analytically and soundly through a problem. In general, it may be stated that those who pursue this program in time will assume such positions as presidents, vice-presidents, owners of business enterprises, general managers, treasurers, sales managers, and department heads with salary ranges from \$3,000 to \$25,000. Others may rise to positions of minor executive importance such as assistant treasurers, chief clerks, cashiers, office managers, credit managers, supervisors, and purchasing agents at salary ranges from \$1,500 to \$6,000.

**REQUIREMENTS FOR DEGREE,
OF BACHELOR OF BUSINESS
ADMINISTRATION**
ELECTIVE SUBJECTS

<i>Course Numbers*</i>	<i>Subjects</i>	<i>Semester Hours</i>	<i>Course Numbers*</i>	<i>Subjects</i>	<i>Semester Hours</i>
A 5-6	Accounting Aids to Management**	4	A 3-4	Intermediate Accounting	4
D 1-2	Marketing	4	A 9-10	Cost Accounting	4
D 3-4	Sales Management	4	D 7-8	Creative Advertising Production	4
D 5	Modern Advertising	2	Ec 5-6	Investment Principles and Practice	4
E 1-2	Business English	4	M 7-8	Credits and Collections	4
E 3-4	Advanced English	4	<p>The normal period of attendance for this program is six years, thirty-two weeks each year, three evenings a week, two hours each evening, except for those who enter with advanced standing credit. Students who wish to attend less than three evenings a week may do so, extending the time required to complete their program.</p>		
E 5	Public Speaking	2			
E 6	Business Reports and Conferences	2			
Ec 1-2	Business Economics	4			
Ec 3-4	Financial Organization	4	*, **, See notes at top of page 26.		
Ec 7-8	Business Statistics and Forecasting	4			
Ec 9	Economic Development of U. S.	2			
L 1-2	Legal Aspects of Business	4			
M 1-2	Fundamentals of Business Management	4			
M 5	Business Psychology	2			
M 9-10	Management Problems and Policies	4			
M 11-12	Government Controls in Business	4			
M 13-14	Business Planning and Research	4			
M 15-16	Business Administration Seminar	4			
T 1	Thesis Seminar	2			
T 3-4	Thesis	4			
	Business Experience	24			
	Electives (4 semester hours to be chosen from the sub- jects listed at right)	4			
Total Semester Hours Required for Degree		100			

COMBINED LAW AND BUSINESS PROGRAM

(This program is not available in the Providence Division)

The complexity of modern business activity makes it highly desirable for the lawyer to have an adequate knowledge of the principles of sound business administration. It is likewise becoming increasingly necessary for the business man to have a knowledge of the law. In order to meet this need and to provide such training for law and business students, the Evening School of Law and the Evening School of Business of Northeastern University offer a combined six-year program in business and law leading to the B.B.A. degree.

All business is organized and conducted on a legal basis. For this reason executive positions in many business enterprises demand a knowledge of the law upon the part of those who are to be successful. Underlying the present large scale marketing and production which characterize modern business is a network of law which safeguards the rights of business men as they deal with one another and also defines the channels in which busi-

ness practices shall be directed and through which they shall move. The man who approaches business with a keen knowledge of the principles of law underlying business will bring to his position an advantage which will be of inestimable value.

The combined six-year program offered by the University provides a sound and basic knowledge of those principles of law and business so essential for success in the various fields of business. This program has been introduced in response to a request for a course of study which will adequately meet the needs of the following groups:

- 1** Those engaged in banks and trust companies;
- 2** Insurance officers and claim adjusters;
- 3** Real estate operators;
- 4** Accountants;
- 5** Those engaged in executive positions in business and industrial organizations;
- 6** Those now in the legal profession.

Law Book and Ledger are closely related. Practical knowledge of both is an immeasurable business asset



The courses in law and business are taken simultaneously throughout the six-year period of study. Those completing this program, and receiving the B.B.A. degree, may continue in the School of Law and qualify for the LL.B. degree in approximately two additional years of study, provided they met the requirements for admission as regular students in the Evening Division of the University at the time of their initial registration.

Those who have already completed their law training in an approved school of law may receive advanced standing credit toward the B.B.A. degree for the law courses.

REQUIREMENTS FOR DEGREE OF BACHELOR OF BUSINESS ADMINISTRATION

<i>Course Numbers*</i>	<i>Subjects***</i>	<i>Semester Hours</i>
	Contracts	4
	Personal Property	2
	Sales	2
	Agency and Partnership	2
	Bills and Notes	2
	Property I	4
	Property II	2
	Corporations	4
	Constitutional Law	2
	Equity	4
	Trusts	4
M 1-2	Fundamentals of Business Management	4
E 1-2	Business English	4
Ec 1-2	Business Economics	4
T 1	Thesis Seminar	2
T 3-4	Thesis	4
	Business or Professional Experience	24
	Electives (26 semester hours to be chosen from the sub- jects listed at right*)	26
		—
	Total	100

ELECTIVE SUBJECTS

<i>Course Numbers*</i>	<i>Subjects***</i>	<i>Semester Hours</i>
A 1-2	Introductory Accounting	4
A 3-4	Intermediate Accounting	4
A 5-6	Accounting Aids to Management**	4
A 7-8	Accounting Problems	4
A 9-10	Cost Accounting	4
A 11	Auditing	2
A 13-14	Income Tax Procedure	4
A 15	Constructive Accounting	2
A 17-18	Advanced Accounting Problems	4
A 19-20	C.P.A. Comprehensive Review	4
D 1-2	Marketing	4
E 3-4	Advanced English	4
E 5	Public Speaking	2
E 6	Business Reports and Conferences	2
Ec 3-4	Financial Organization	4
Ec 7-8	Business Statistics and Forecasting	4
Ec 9	Economic Development of U. S.	2
M 5	Business Psychology	2
M 9-10	Management Problems and Policies	4
M 11-12	Government Controls in Business	4
M 13-14	Business Planning and Research	4
M 15-16	Business Administration Seminar	4

The normal period of attendance for this program is six years, thirty-two weeks each year, three evenings each week and two hours each evening, except for those who enter with advanced standing credit. Those who wish to attend less than three evenings a week may do so and take a longer period of time to complete their program.

*, **, *** See notes at top of page 26.

*A double number, as M 1-2 or A 7-8, indicates a full-year course covering both the first and second semesters. A single course number, as A 11, indicates a half-year course covering only one semester. The letters indicate the classification of the course as : A, Accounting; D, Distribution; Ec, Economics; E, English; L, Law; M, Management; T, Thesis.

**In case Accounting Aids to Management is not offered in the Divisions, students are required to substitute Introductory Accounting, and to take Intermediate Accounting as their elective subject. If Accounting Aids to Management is taken, Introductory and Intermediate Accounting cannot also be elected for credit, and vice versa.

***Students in this course who are employed in Trust Departments of Banks, or are in positions where a knowledge of Wills and Equity is of value, may be permitted to substitute these two courses for other prescribed law courses upon approval of the Dean of the School of Business. For a description of the Law Courses, see the catalog of the School of Law. A copy will be sent upon request.

SPECIAL PROGRAMS AND SINGLE COURSES

Special one-year, two-year, or longer programs may be arranged to meet the needs of any student who does not find in the regular programs offered by the School the type of training desired.

Such programs must be approved by the Dean and are made up only from courses offered in the Evening Division of the University.

Any course may be taken singly or in combination by those who have the necessary preliminary training to pursue with profit the course or courses selected.

Students should consult the schedules of courses offered in Boston and in the Divisions for a list of available courses. Full credit will be allowed for any of these courses, if the

student taking a special program desires to become a candidate for a degree or a certificate, provided the courses he has pursued are a part of the degree or certificate program chosen by the student.

APPLIED SCIENCE PROGRAM

A six-year program in Applied Science, combining business and Applied Science subjects, is offered in the Springfield Division. The degree of Bachelor of Commercial Science is awarded upon the completion of this program.

Information regarding this program and a description of the courses will be found in a special booklet issued by Northeastern University, Springfield Division, 114 Chestnut Street, Springfield, Massachusetts.

School of Business

Description of Courses

THE UNIVERSITY reserves the right to withdraw, modify, or add to the courses offered, or to change the order of courses in curriculums as may seem advisable.

The University further reserves the right to withdraw in any year any elective or special course for which less than twelve enrollments have been received. Regular students so affected by such withdrawal will be permitted to choose some other course. In the case of special students a full refund of all

tuition and other fees will be made.

Students in Boston and in the Divisions in Worcester, Springfield, and Providence should consult the schedule of classes in the respective city where they are to attend for information as to courses given during the present year.

All full-year courses are numbered with a double consecutive number and all half-year courses with a single number. The letter or letters immediately preceding the numbers indicate the classification of the course.

ACCOUNTING (A)

Applicants for admission to the School who have had experience in accounting or bookkeeping or who have pursued systematic courses in institutions of less than college grade may take an Advanced Standing examination in Introductory Accounting. The same subject cannot be offered both for admission credit and as a basis for advanced standing. Those who pass this examination will be admitted to Intermediate Accounting and will receive full credit for Introductory Accounting. See Advanced Standing credits statement, page 41.

INTRODUCTORY ACCOUNTING

A 1-2 Thirty-two sessions; 4 hours' credit. No previous knowledge of bookkeeping or accounting necessary.

This course provides basic instruction for those who plan to specialize in accounting or for those who wish to enroll later for more advanced courses. Emphasis is placed upon proprietorship accounts, including books of entry, statements, business practices, adjustments, and an introduction to partnership accounts. Drill and practice work is required for proficient handling of simple accounting transactions.

INTERMEDIATE ACCOUNTING

A 3-4 Prerequisite: A 1-2, or the passing of an advanced standing examination. Thirty-two sessions; 4 hours' credit.

A study of partnership accounting, including organization, dissolution, and liquidation of the partnership, major emphasis being given to the corporate form of accounts with special attention to manufacturing and trading activities. In addition to the drill and practice work on accounting technique, a mastery of basic principles of general accounting is required.

ACCOUNTING AIDS TO MANAGEMENT

A 5-6 Thirty-two sessions; 4 hours' credit. No previous knowledge of bookkeeping or accounting necessary.

A study of the broad background of accounting and business transactions so as to enable the student to analyze and interpret intelligently financial statements and other accounting re-

ports. The course demonstrates the use of accounting in management and financial control. Emphasis is placed on the development of accounting fundamentals, preparation of financial statements, corporation and manufacturing accounts, evaluation of balance sheet items, analysis and interpretation of financial statements and other trends, and the use of accounting as an aid to management.

ACCOUNTING PROBLEMS

A 7-8 Prerequisite: A 3-4 Thirty-two sessions; 4 hours' credit.

Develops power of analysis in utilizing accounting data. Problems are used as the basis for instruction and discussion to cover the more advanced phases of financial statements and accounts found in the more complex business organizations.

COST ACCOUNTING

A 9-10 Prerequisite: A 3-4 Thirty-two sessions; 4 hours' credit.

Acquaints the student with the relationship of cost accounting to management and administration control and shows how adequate cost systems may further the intelligent management of

business enterprises. Numerous problems serve as the basis for a study of the various accounts, records, systems, and methods commonly used in modern cost accounting.

AUDITING

A 11 Prerequisite: A 3-4 Sixteen sessions; 2 hours' credit.

Accounting facts and practices are analyzed to determine whether or not they conform to professional practice. The work of the auditor in relationship to professional requirements, the mechanics of auditing, and the preparation of reports and certificates are studied.

INCOME TAX PROCEDURE

A 13-14 Prerequisite: A 3-4 Thirty-two sessions; 4 hours' credit.

A detailed study is made of Federal and State tax laws, their administration and application to the incomes of individuals; partnerships, corporations, and fiduciaries; treasury and tax department regulations and rulings; and of the decisions of the Board of Tax Appeals, and of various Federal and State courts Practice in

A simple accounting transaction is the groundwork for proficiency as a C.P.A.



making out reports and returns, and a study of the procedure of handling claims, form the basis of applied instruction.

CONSTRUCTIVE ACCOUNTING

A 15 Prerequisite: A 3-4 Sixteen sessions; 2 hours' credit.

To acquaint students with the principles underlying the construction of accounting systems and the procedure of system installation. The course is developed by means of problem projects beginning with an analysis of the accounting needs of a small business. By gradual steps increasingly larger businesses are studied and accounting systems developed to meet their needs. Special attention is given accounting records in relation to the expansion of the accounting system.

ADVANCED ACCOUNTING PROBLEMS

A 17-18 Prerequisite: A 7-8 Thirty-two sessions; 4 hours' credit.

This course is designed primarily to meet the requirements of those students who intend to enter the accounting profession or to assume responsibilities in commercial accounting. Em-

phasis in this course is devoted to specialized problems in connection with consolidations, mergers, holding companies, and other more advanced and complicated accounting situations. The course thoroughly prepares the student for the C.P.A. Comprehensive Review in final preparation for the State C.P.A. and American Institute examinations.

C.P.A. COMPREHENSIVE REVIEW

A 19-20 Prerequisites: A 9-10; A 11; A 17-18; L 1-2 Thirty-two sessions; 4 hours' credit.

This course provides a thoroughgoing and complete review of accounting theory and practice, and is intended primarily for those who contemplate taking the C.P.A. examinations. Practice in the classroom is provided under substantially the same conditions as exist in the C.P.A. examination room. Carefully selected problems, taken from C.P.A. examinations, in Auditing and Accounting Theory and Practice are worked out in the classroom, and are supplemented by lectures, demonstrations, and test questions.

The same subject cannot be offered both for admission credit and as a basis for advanced standing.

DISTRIBUTION (D)

Marketing enters into and influences every field of business and includes not only the direct process of the sale of goods, but the whole organization by which goods find their way from the original producer to the ultimate consumer. The change in the economic structure during the past ten years growing out of higher standards of living, the development of new occupational interests, and the shift of population to large cities, has tended to increase the cost of marketing of goods. Just as the elimination of waste in production was the keynote of business fifteen years ago, the reduction of expense and the introduction of more efficient methods in distribution are the foremost thought of business leaders today. For this reason courses in marketing form one of the basic elements in a business education.

MARKETING

D 1-2 Thirty-two sessions; 4 hours' credit.

An understanding of the various methods in common use for selling goods, and of the typical problems that arise in the course of distributing goods from the manufacturer through the middlemen and dealers to the consumers is provided.

The selling problems of the manufacturer, the wholesaler, the retailer, and the specialty agent are studied in relationship to the various types of industries and commodities.

SALES MANAGEMENT

D 3-4 Thirty-two sessions; 4 hours' credit.

Sales problems and methods as they relate to



The efficient direction of goods to the consumer is the primary aim of business today

personal selling of goods, services, ideas, and intangibles such as stocks, bonds, insurance, etc., are emphasized in the first half of this course. Management problems of selling as applied to the sales force and the control of sales operations receive consideration throughout the course. This work does not duplicate that covered in D 1-2.

MODERN ADVERTISING

D 5 Sixteen sessions; 2 hours' credit.

A comprehensive course designed to familiarize the student with the nature and scope of advertising and its place in the commercial and economic structure. History, definition, and functions of advertising. Organization and functions of advertising departments and advertising agencies. Varieties of advertising and media. Problems, market investigation, planning campaigns. Laws, ethics, and regulations. A study of the broader aspects of advertising with special emphasis on current trends and developments.

CREATIVE ADVERTISING PRODUCTION

D 7-8 Thirty-two sessions; 4 hours' credit.

It is earnestly recommended that students taking this course also take Modern Advertising either prior to it or during the first semester of the same year.

Copy and lay-out for national, local and direct-mail advertising, technique, typography, advertising agency procedure, and the production of advertising material are considered. Ample practice in the analysis of current advertising and in the preparation of original advertisements is furnished. Newspaper, magazine, and outdoor advertisements, mailing pieces, dealer helps, sales letters, and other types of advertising material will be worked out by the individual student under the personal direction of the instructor. Problems of copy, lay-out, typography as related to mechanical production, will receive special attention.

ENGLISH (E)

The value that comes from the effective use of good English in business reports and communications is being increasingly emphasized by business leaders. All students who are candidates for the degree, or diploma, are required to pursue systematic courses in English. Those having outstanding deficiencies may be required to take additional courses in English.

BUSINESS ENGLISH

E 1-2 Thirty-two sessions; 4 hours' credit.

Efficient training is provided in the use of correct and forceful English for business purposes. Practice in the construction of sales, collection, credit and application letters, business articles, reports and newspaper stories provides opportunities for written expression on business topics. Study is devoted to the elements of logic as related to the organization and expression of thought. The course includes study of the fundamentals of sales promotion practice with special emphasis on buying motives. Oral work in class is intended to prepare students for participation in business conferences and public meetings.

ADVANCED ENGLISH

E 3-4 Prerequisite: E 1-2 or equivalent. Thirty-two sessions; 4 hours' credit.

Literature of value and interest to business men forms the basis of study and practice in writing so as to develop an effective easy style of expression. The student acquires a cultural basis which will serve not only as a source of entertainment in leisure hours but also an aid for business communications.

PUBLIC SPEAKING

E 5 Sixteen sessions; 2 hours' credit.

Those who wish to speak convincingly, to overcome self-consciousness, and to develop self-confidence will find this course meeting their needs. Students are trained in the selection and organization of speech materials, the delivery of the speech, and in other important essentials of effective speaking. The entire course is practical and not theoretical. Work is centered around the



The effectiveness of a written or spoken word is one measure of a man's business ability

interests and topics of business men and is specifically adapted to their needs.

BUSINESS REPORTS AND CONFERENCES

E 6 Sixteen sessions; 2 hours' credit.

This course is devoted to the preparation and

presentation of business reports and to the techniques of planning for, participating in, and conducting business conferences. These reports and conferences are based upon business problems and situations. Students are given the fullest possible opportunity to participate actively at each session.

ECONOMICS (Ec)

Economics is the basic foundation upon which the general principles of business as a science are founded. A mastery of the underlying economic laws enables the student to see clearly the forces which business men must use in arriving at solutions to their problems. An appreciation and understanding of economics is a necessary factor in the equipment of a progressive business man.

BUSINESS ECONOMICS

Ec 1-2 Thirty-two sessions; 4 hours' credit.

The characteristics of modern business and industry are studied in terms of their operations and relationship to the modern economic system. Economic laws and principles are considered in terms of business conditions peculiar to our own time and country and how these laws govern prices, wages of labor, profits, credit, competition, work and working conditions, and rewards for business enterprise.

FINANCIAL ORGANIZATION

Ec 3-4 Prerequisite: Ec 1-2 Thirty-two sessions; 4 hours' credit.

The functions and services of money and credit as mediums of exchange are discussed. A detailed study is made of the organization and functions of modern financial institutions such as commercial banks, trust companies, investment security houses, savings institutions, stock exchanges, the Federal Reserve System, and other credit and financial institutions.

INVESTMENT PRINCIPLES AND PRACTICE

Ec 5-6 Thirty-two sessions; 4 hours' credit.

Consideration is given to the determination of investment policies and to the analysis of various kinds of securities such as types of bonds, preferred and common stocks, and their place and

use in the investment field. Attention is also given to the economic factors and changes as they affect investments.

BUSINESS STATISTICS AND FORECASTING

Ec 7-8 Prerequisite: Ec 1-2 Thirty-two sessions; 4 hours' credit.

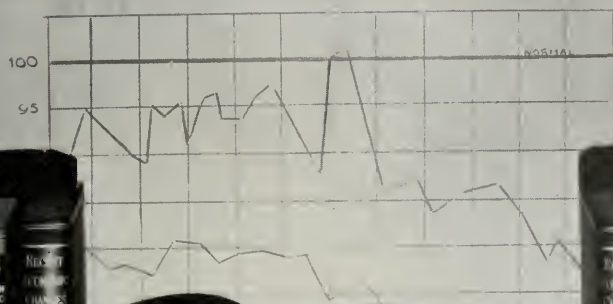
The objective of this course is to train the student to use statistics in making better analyses of the business problems than is possible without statistics. The point of view of the business man and not the professional statistician is maintained throughout the study. In the early part of the course the emphasis is placed upon the necessary technical methods, using business problems as illustrations; in the second part of the course, the point of view is changed and the emphasis is placed upon solving practical problems, using statistical methods as tools when necessary. The practical application of statistics to business is directed toward business forecasting, business budgeting, production and labor, market analysis, investment and financial analyses, and executive and management statistics.

ECONOMIC DEVELOPMENT OF THE UNITED STATES

Ec 9 Sixteen sessions; 2 hours' credit.

A broad general survey is made of the economic and industrial development of the United

BUSINESS ACTIVITY



The proper application of economic principles often means the solution of an actual business problem

States from the colonial period to the present time. Emphasis is placed upon the origin and development of American industries, changes in industrial and commercial policies, economic

forces at work in business and social institutions, and upon problems arising from the growth and development of business and industry in the United States.

LAW (L)

In this School only one systematic course in law as applied to business is offered. Those desiring more extensive courses in Law are referred to the courses in the Combined Law and Business Program.

LEGAL ASPECTS OF BUSINESS

L 1-2 Thirty-two sessions; 4 hours' credit.

A study of the application of legal machinery to the current needs and demands of modern

business for facilitating organization, credit, finance, security or protection from risks, marketing, and commercial and industrial peace. The course also provides excellent preparation for the law phase of the C.P.A. Examination.

OTHER LAW COURSES

Additional Law Courses available to students pursuing the Combined Law and Business Program are described in the School of Law Catalog which will be sent upon request. These courses are as follows:

Contracts	Agency and Partnership	Property II	Equity
Personal Property	Bills and Notes	Corporations	Trusts
Sales	Property I	Constitutional Law	Wills

MANAGEMENT (M)

With the complex and rapidly changing conditions of modern business, the functions of administration and management must be clearly defined and maximum economies effected. Through the problem approach, these courses train the student to supplant guesswork and trial and error processes with organized knowledge and proven management methods.

**FUNDAMENTALS OF
BUSINESS MANAGEMENT**

M 1-2 Thirty-two sessions; 4 hours' credit.

An introductory survey of the whole field of business administration with special emphasis upon training the student in the analysis of business problems. The functions of the business administrator are discussed with particular reference to the control policies and devices of the manager. The course presents the problems of business administration as an interrelated whole and helps the student to see the lines of study which lead to solution of those problems.

BUSINESS PSYCHOLOGY

M 5 Sixteen sessions; 2 hours' credit.

Business psychology is the study of predicting and influencing human behavior in business. It provides an understanding of man's mental life, of how the individual and the group behave and are influenced in their behavior, and of how the business man may predict and control his own behavior and that of those with whom he works. The study and analysis of the student's own personal problems and behavior constitute a valuable and interesting phase of the course.

CREDITS AND COLLECTIONS

M 7-8 Thirty-two sessions; 4 hours' credit.

Conducted in co-operation with the National Institute of Credit and the local Credit Men's Association, this course furnishes instruction in the theory of credit, the workings of a Credit Department, whether in the wholesale or retail field, and in the analysis and use of credit statements as aids to efficient management.

**MANAGEMENT PROBLEMS AND
POLICIES**

M 9-10 Prerequisite: M 1-2 Thirty-two sessions; 4 hours' credit.

Co-ordination of the functional relationships which exist between the different departments of business with the problems affecting the determination of administrative and managerial policies is the purpose of this study. Special attention is given to scientific management of industry and business and to the co-ordination of production with purchasing, sales, finance, and transportation. Cases and problems dealing with organization and expansion, consolidation and combinations, reorganizations, internal administration, industrial and human relations, and govern-



An appreciation of the problems of Management fits Northeastern men for quicker advancement

mental control form the basis of discussion and study.

GOVERNMENT CONTROLS IN BUSINESS

M 11-12 Thirty-two sessions; 4 hours' credit.

A study of the economic and political relationships which exist between business and government with particular emphasis upon the work of the Interstate Commerce Commission, Federal Trade Commission, the National Recovery Act, and the various codes developed under that act, also other government agencies including the U. S. Departments of Agriculture, Commerce, Labor, and particularly the Bureau of Labor Statistics. Social as well as economic aspects of government control will be considered.

BUSINESS PLANNING AND RESEARCH

M 13-14 Prerequisite: M 9-10 Thirty-two sessions; 4 hours' credit.

This course is devoted primarily to a study of economic and business planning and to the

technique of research and study in relationship to planning. The fundamental principles underlying the solution of research problems will be analyzed and students will be required to apply those principles to specific problems involving planning and research.

BUSINESS ADMINISTRATION SEMINAR

M 15-16 Prerequisites: A 5-6, D 1-2, Ec 3-4, Ec 7-8, and M 9-10 Thirty-two sessions; 4 hours' credit.

This course provides the unique opportunity to use the information acquired from other courses in an intelligent intimate discussion of live current problems which arise daily in marketing, production, and finance, with notes as to social significance. Emphasis is placed on the translation of problems out of the academic book atmosphere into the personal terms in which these problems must be met in business life and solved. Work is conducted upon a prepared individual conference basis.

THESIS (T)**THESIS SEMINAR**

T 1 Sixteen sessions; 2 hours' credit.

This course is devoted to a study of the nature of a thesis, selection of a subject, limiting and defining the subject, preparation of the thesis outline, collection and organization of data, and the preliminary preparation of materials dealing with the thesis. The required work in the seminar is practical and applies specifically to each individual thesis.

BACHELOR'S DEGREE THESIS

T 3-4, 4 hours' credit.

Each candidate for a degree must submit a thesis. The conditions to be fulfilled are:

1. The selection of the subject, preparation of

the outlines, and the collection of data must be worked out in accordance with the requirements of the Thesis Seminar.

2. Two typewritten copies of the completed thesis must be presented to the Dean, or the Director in case of the Divisions, not later than April 15 of the year in which the candidate expects to graduate.
3. The thesis is expected to meet the equivalent of the work required in a full-year course. It is expected to give evidence that its writer has made a thorough study of the subject or problem selected, that he has marshaled the data in a businesslike manner, and has given evidence of his ability to reach sound and reasoned conclusions, and to present his findings in clear and convincing terms.

School of Business

General Information

CLASSROOMS AND LIBRARIES

The classrooms are furnished with modern equipment and are thoroughly adapted to evening school work. Improvements in classroom facilities are constantly being made to meet the needs of the student body.

The General Library of the University in Boston contains 14,204 volumes. A special section of the General Library contains 1,174 volumes of books on business subjects. In addition, the leading trade and business magazines are available for student use. Additions are constantly being made to the business section of the Library in recognition of the new demands for business education and research. The reading rooms of the Library are open from 9 A.M. to 10 P.M. daily, Sundays from 2 P.M. to 9 P.M.

All members of the School in Boston are entitled to the privilege of using the Boston Public Library including the Business Branch at 20 City Hall Avenue. The same privilege is accorded students in the Divisions for the use of the libraries in their respective cities.

In the Divisions at Worcester, Springfield, and Providence, libraries are being built up.

TEXTBOOKS AND SUPPLIES

The Northeastern University Bookstore is a department of the University and is operated for the convenience of the student body. All books and supplies which are required by the students for their work in the University may be purchased at the Bookstore. In addition, the Bookstore also carries a large number of general supplies. In Boston the main store is situated in the Main Building

opposite the Bursar's Office. A branch of the store is operated in Room 23 of the Huntington Building in which not only school supplies but a variety of other articles are sold to meet the needs of the students.

In the Divisions, stores are located adjacent to the School Offices.

OPPORTUNITIES FOR RECREATION AND OTHER ACTIVITIES

Men who are employed in offices or indoor occupations and who are pursuing a strenuous evening program of study should plan to take some systematic form of exercise in order that they may not impair their health and that they may do the most effective work.

Northeastern University is particularly fortunate in being able to place at the disposal of its students at moderate rates unexcelled recreational advantages. The Y. M. C. A. buildings have facilities in the nature of gymnasiums, swimming pools, bowling alleys, billiard rooms, game rooms, and social rooms where students obtain recreational privileges to their liking. Students may come from their work at the close of the day to the university building and enter a gymnasium class, take a swim, use the bowling alleys, or engage in other recreational pastimes before class time and thus renew their energy for the evening's work.

In addition, in the program of the various Young Men's Christian Associations will be found ample opportunities for religious, club, and other social activities.

STUDENT COUNCIL

The social and extra curricula life of the

School in Boston is in charge of a Student Council consisting of representatives from each class or school group. In addition to arranging for occasional social affairs, special lectures, and meetings, the council represents the interests of the student body. Through a Board of Editors the Student Council supervises the publication of the school paper known as "Northeastern Nites." The subscription fee for this paper is included in the Student Activities Fee paid by each student with his tuition. The faculty and the officials advise with the council in regard to school policies.

HONOR FRATERNITY

Sigma Epsilon Rho is the only honor fraternity in the School of Business authorized and approved by the University. Its purposes are:

- 1 To promote acquaintance and good fellowship among those men who have attained highest scholastic standing in the School.
- 2 To stimulate the student body to higher scholastic accomplishment through the bearing, influence, and work of these selected men.
- 3 To develop methods of mutual improvement and advancement among the members of this fraternity.
- 4 To support high moral, professional and scholastic ideals.

Only students with honor standing are admitted to the fraternity. Admission is by invitation, after nomination by the School faculty.

An outstanding business book is awarded each year by Sigma Epsilon Rho Fraternity to the highest ranking student for that year in each of the Sophomore, Lower Middler,

Upper Middler, and Junior classes. Students will receive the award only in the event that they enroll for the subsequent year.

SCHOLARSHIPS, AWARDS, AND LOAN FUNDS IN BOSTON

The following scholarships and awards are available to students enrolled for a normal schedule and pursuing a degree or diploma program in the School of Business at Boston. One-fourth of the scholarship is applied to the tuition of the recipient at each quarterly payment.

George S. Clarkson Scholarship

This scholarship is given annually by Mr. George S. Clarkson, a member of the Class of 1914, to the amount of \$60 and is awarded to the member of the Sophomore Class who has achieved the highest scholastic rank during the Freshman year. In the event the winner of this scholarship should not return to school with the Sophomore Class, the award will be made to the student with the next highest rank.

Junior Honor Award

An award of \$60 is made each year to the member of the Junior Class who re-enrolls as a Senior the following year and who has attained the highest scholarship average from the Freshman through the Junior years.

Alumni Loan Fund

The Alumni Association of the School of Business in Boston has provided a loan fund which is available to students in the Senior and Junior classes in Boston who are in need of financial assistance in order to continue their studies. Applications for loans should be addressed to the Bursar of the University who is responsible for the administration of the fund. All applications must be approved by the Alumni Loan Fund Committee.

IN SPRINGFIELD DIVISION

The following scholarship and loan funds are available to students matriculating in curricula offered by the Springfield Division of the University:

Junior Scholarship

A scholarship of \$25 is awarded annually at Commencement to that student of the Junior Class who has made the highest average grade in all courses from his Freshman to Junior years inclusive. The scholarship is donated by Delta Chapter of the Pi Tau Kappa Fraternity.

Sophomore Scholarship

A scholarship of \$25 is awarded annually at Commencement to that student of the Sophomore class who has made the highest average grade in all courses. The scholarship is donated by Alpha Chapter of the Epsilon Phi Sigma Fraternity.

Freshman Scholarships

Awards in multiples of twenty dollars toward Freshman tuition are available to graduates of the several Connecticut Valley high schools. They are made upon the basis of academic excellence for, and at the termination of, the full secondary school course.

One of these is granted to that student who, of the first ten in average for the course, shall stand highest of the number from this group who anticipate admission the subsequent fall to Northeastern University, Springfield Division.

Student Aid Fund

A limited fund originated by thoughtful undergraduates, augmented by certain faculty support, from which meritorious students may obtain loans from time to time for tuition usage. It is administered by the Director of the Division. Applications for aid should be made through the Bursar.

IN WORCESTER DIVISION*Freshman Scholarships*

Awards of \$50 toward Freshman tuition are available to graduates of several Worcester County high schools. They are made upon the basis of academic excellence for, and at the termination of, the full secondary school course. One of these is granted to that student who, of the first five in average for the school course, shall stand highest of the number from this group who anticipate admission the subsequent fall to Northeastern University, Worcester Division.



**14,204 volumes
for reference
and self-in-
struction**

School of Business

Administrative Policies

ADMISSION REQUIREMENTS

Students entering Northeastern University School of Business are classified as *regular*, *conditioned*, or *special* students.

- 1 *Regular students* are those who, at the time of filing their applications for admission, present evidence of having fulfilled the entrance requirements by the completion of a four-year day high school course, or the equivalent of 15 units,* and who have signified their intentions to qualify for a degree or a certificate.
 - 2 *Conditioned students* are those who, at the time of filing their applications for admission, present fewer than 15 units,* but present satisfactory evidence of ability to profit by courses in business, and who have signified their intentions to qualify for a degree or a certificate.
 - 3 *Special students* are those who enter the School for the purpose of taking one or more subjects and who, at the time of filing their applications for admission, do not indicate their intentions to qualify for a degree or a certificate.
The following regulations govern the admission of conditioned and special students, and their reclassification as regular students:
 - 4 Applicants under eighteen years of age are not admitted as conditioned students, and to be admitted as special students they must be graduates of an approved high school, or present the equivalent of 15 units.*
 - 5 Applicants from eighteen to twenty-one
- years of age who possess unusual ability may be admitted as conditioned or special students provided they have completed eight units* of work in an approved secondary school or school of equal grade prior to admission and, in addition, qualify in the prescribed Aptitude Tests at the time of admission.
- 6 Applicants twenty-one years of age and over may be admitted as conditioned or special students irrespective of the number of high school units completed, provided that, in the judgment of the Administrative Committee, they are qualified to pursue the program for which they desire to register.
 - 7 Conditioned students may remove their admission conditions and be reclassified as regular students by meeting any one of the following requirements:

NOTE: *Students may use any combination of a, b, and c.*

- a. By applying courses which they have completed in the School of Business at the rate of one unit for each two semester hours. (A course cannot be credited both towards the removal of admission conditions and towards the degree.)
- b. By applying units for work completed in an approved preparatory or day high school.
- c. By passing the examinations of the College Entrance Examination Board.

*A unit represents a year's work in any subject in an approved secondary school constituting approximately a quarter of a full year's work, or the equivalent. A four-year day high school course is regarded as representing at least 15 units of work, or 3 units in junior high school and 12 units in a three-year senior high school.

d. By passing the prescribed Aptitude Tests, and maintaining an average scholastic grade of 70% in the prescribed program for the first twenty-four semester hours of work in the School, except that in no case may this program be spread over a period to exceed three years. Students must take the prescribed Aptitude Tests in the same school year in which they file their intentions to become candidates for a degree or a certificate. Credit earned prior to taking the Aptitude Tests cannot apply as a part of the prescribed program of twenty-four semester hours for the 70% scholastic grade. The Aptitude Tests are designed to select students qualified by general ability to profit by a university course in business. They are not examinations in the subject matter of the secondary

school course, and no specific preparation can be made for them. They are to test intellectual capacity and general fitness for university work rather than preparation for specific subjects.

Reclassification under this plan is not based upon any single factor but upon all factors affecting the achievement and ability of the student in the School. Students who fail to qualify for reclassification by this method may still be permitted to meet the requirements under 7a, 7b, and 7c.

- 8 Special students may be transferred at any time to the regular or conditioned classification upon presenting in writing to the Dean or to the Director, in case of the Divisions, a statement signifying their intentions to become candidates for a degree or a certificate.

ADVANCED STANDING

Advanced standing credit in the School may be obtained in one or both of two ways, as follows:

1 *By Transfer of Credit.* Subject to the approval of the Administrative Committee, credit may be given for work completed in other approved schools, colleges, and universities. Applicants desiring credit by transfer should indicate their desire at the time the application for admission is filed. A copy of the catalog of the institution from which the transfer is sought should accompany the application for admission.

2 *By Examination.* Applicants who desire to secure Advanced Standing Credit by examination are required to apply in writing for examination in those subjects for which credit is sought. Proper forms should

be obtained from the School Office and filed at the time the application for admission is filed. Applications for examinations are approved by the Committee on Administration who will take into account previous training, business experience, and other factors showing the applicants' special preparation and ability in the subject or subjects in which credit is sought by examination.

A grade of 75% must be obtained in an examination in order to secure advanced standing credit for the subject. Upon successfully passing an examination, the applicant is given full credit as though the subject had been pursued in the School.

The same subject cannot be offered both for admission credit and as a basis for advanced standing.

REGISTRATION

Before attending classes, students should report at the School Office for registration. Students are requested to assist in lessening congestion during the opening week by registering during the two weeks previous to the opening of the School.

Late registration for those unable to enter at the opening of the School year will be permitted at the discretion of the Dean, or the Director in the case of the Divisions.

THE SCHOOL YEAR

The School year is thirty-two weeks in length, exclusive of the two weeks' vacation at Christmas time, and is divided into two semesters of sixteen weeks each.

CLASS SESSIONS

In Boston, Worcester, and Springfield classes are held each evening of the week except Saturday. In Providence, classes are held on Monday, Wednesday, and Friday evenings. *The normal schedule for students pursuing a degree or certificate program is three evenings a week. Students may arrange their schedule so as to attend classes one, two, three, or four evenings a week depending upon the number of subjects taken.* Students interested in the schedule of classes of any particular city should apply to the office of the school in the city in which they expect to attend.

NOTIFY THE OFFICE IMMEDIATELY

Of change of address.

Of withdrawal from any course — otherwise the fee for that course will be charged.

Of withdrawal from the School, giving date of the last session attended.

ATTENDANCE

The limited amount of time devoted to each subject and the rapid rate of progress in covering the essential content of a course make it highly desirable that students be present at every session. Because of the

importance of regular attendance and its bearing upon the quality of scholarship, the policies governing attendance are:

- 1 Students who attend 75% or more sessions in a course are entitled to pass in that course if they attain a minimum final grade of D.
- 2 Students who attend between 50% and 74% of the sessions in a course are entitled to pass in that course if they attain a minimum final grade of C. Those who do not attain the minimum required grade of C may remove the condition only by means of a make-up examination in which they must receive a mark sufficient to raise the course grade to C.
- 3 Students who attend less than 50% of the sessions in a course will be considered ineligible to pass irrespective of grades received.
- 4 Attendance credit is granted only when the student is in attendance at least three-quarters of the class period. Three separate absences of less than 30 minutes each constitute one complete absence unless such partial absences are canceled by satisfactory excuses.

OUTSIDE PREPARATION

It is expected that students will devote on the average two hours to preparation for each hour spent in the classroom. A student carrying a normal program of three evenings a week will, therefore, be expected to devote to outside preparation an average of eleven to twelve hours a week. Some courses require more time for preparation than others.

REGULAR EXAMINATIONS

The general policies governing regular examinations are:

- 1 A final examination will be held at the end of each course unless an announcement to the contrary is made.
- 2 The minimum passing grade in a regular final examination is D.

- 3 In case a student is excused from a final examination by the Administrative Committee, he may take the next regular or conditioned examination in the subject. The student who fails to complete a course within one year from the termination of that course must repeat the course, except that in special cases for justifiable cause, the Administrative Committee may waive this rule.
- 4 The student who has received a passing mark in a final examination and in a course may not take another examination for the purpose of raising his grade unless he repeats the course in its entirety.
- 5 A minimum grade of 65% is required on each make-up examination unless a higher minimum is specified by the Administrative Committee.
- 6 Whatever grade the student obtains on the make-up examination is credited as the final examination grade, but in no case can the final grade in the course be more than 70% except in the case of students who have been excused from taking the regular final examination.

CONDITIONED EXAMINATIONS

The following policies govern re-examinations:

- 1 Permission for taking a make-up examination is dependent upon the quality of the work which the student has done throughout the course and is a privilege which the Administrative Committee may grant to students who have received an E grade or an incomplete (Inc.).
- 2 The conditioned or make-up examinations are given from September 3rd to 13th. Students should consult the School Office for the specific dates of each examination.
- 3 Only one make-up examination in any given subject is allowed for the purpose of removing a conditional failure.
- 4 A make-up examination for purposes of removing a conditioned or incomplete grade must be taken within the next school year. In such cases students may take either the examination at the conditioned examination period or the final examination when next given if within a period of one year. A fee of \$2 is charged for each examination taken out of course.

TESTS

Four tests in full-year courses and two tests in half-year courses are regularly scheduled. These tests are regarded as a part of the term or course work. Since no make-up tests are given, students who miss a test should confer with their instructors regarding their status.

MARKS AND CREDITS

- 1 The following system of grading is in use: Excellent Work, A; Good Work, B; Fair or Average Work, C; Lowest Passing Grade, D; Unsatisfactory Work, E; Failure, F; Incomplete, Inc.

Students receiving an E, or unsatisfactory work grade, in an examination or as a final grade in the course, may remove the unsatisfactory grade by taking a make-up examination when it is next given, or at the time of the conditional examinations in September. The minimum passing grade of 65% is required on the make-up examination, unless a higher minimum is designated. In no case will a student taking a make-up examination be allowed more than a C for a final grade even though a higher grade may be obtained.

The policy is followed of mailing all grade and status reports to students instead of

issuing these reports at the School Office or over the telephone.

2 A passing grade in a final examination as well as a passing final grade in the course is necessary in order to receive credit in the course.

3 Credit for one-half of a full-year course is not generally given, and in any event only upon approval by the Dean in advance of beginning the course.

4 In order to qualify for a degree or a certificate the student must maintain a general average of C for the entire program. This is not interpreted to mean that each course must be passed with a grade of C, but that the average of all courses must be at least C.

GRADUATION WITH HONORS

Honors are based upon the excellence of the work performed by the students in the School. Three honorary distinctions are conferred upon properly qualified candidates for the bachelor's degree upon graduation:

1 Highest honors to those who have completed all work with an average of 95% with no grade less than C.

2 High honors to those who have completed all work with an average of 90% with no grade less than C.

3 Honors to those who have completed all work with an average of 85% with no grade less than C.

These honors are subject to further conditions as follows:

1 To be entitled to honors a student must have completed a minimum of two full years of study in the School.

2 Courses credited by advanced standing whether by transfer or by examination will be eliminated in determining honors.

3 The work must be completed within the normal period of time of the prescribed curriculum.

PROBATION AND DISCIPLINE

The Administrative Committee in dealing with students whose work in the School may be unsatisfactory or whose conduct is such as to make it inadvisable for them to continue as members of the student body, considers each case upon its individual merits. The following general principles are kept in mind in handling such cases:

1 Students whose scholarship in any given year is unsatisfactory may be dropped from the School or may be placed on probation with the privilege of spending a year in review.

2 Students whose scholastic record for two successive years is unsatisfactory, and who have been placed on probation for a year, will probably be counseled with and advised to make a readjustment of their program by pursuing other types of training.

3 When a student is placed on probation, the probation is formally imposed for a definite time and can only be extended by approval of the Administrative Committee.

4 The Administrative Committee has the authority to dismiss from the School or place on probation at any time or to strike off from the list of candidates for the degree, any student whom it may deem unworthy either on account of unsatisfactory scholarship or for any great defect of conduct or character. The Committee may ask any student to withdraw from the School who is obviously out of sympathy with the aims and ideals of the School.

School of Business

Tuition and Other Fees

MATRICULATION FEE

The University matriculation fee of \$5 must accompany the initial application for admission to the University. It is refundable only in case the application is rejected.

TUITION FEES

Complete Program

The regular tuition charge for a student who is carrying a complete program of three full-year subjects or their equivalent is \$120 a year, payable in four instalments of \$30 each during the weeks of September 23, November 18, January 27, and March 16. However, if payment is made in full during the week of September 23, the charge is \$111; and if payment is made in two instalments, the charge is \$114, payable \$57 during the week of September 23 and \$57 during the week of January 27.

To accommodate students who would be denied the advantages of a systematic education if required to make the tuition payments as specified above, payments may be made on a monthly basis. The tuition charge on this basis is \$126 for a complete program of three full-year subjects or their equivalent. Students paying on this basis must arrange the payment dates with the Bursar.

Single Courses

The tuition charge for a student who is not carrying a complete program is \$20 for each half-year subject (two semester hours) payable in two instalments of \$10 each, and \$40 for each full-year subject (four semester hours) payable in four instalments of \$10 each. However, if payment is made in full

during the first week of the semester, the charge is \$19 for each half-year subject; and if payment in full is made during the week of September 23, the charge is \$37 for each full-year subject. Payment dates for single courses fall due on the same dates as for complete program courses described above under tuition fees.

Students who wish to pay on the monthly basis are charged \$21 for each half-year subject, payable in four equal instalments, and \$42 for each full-year subject, payable in eight equal instalments.

Law Courses in Combined Law and Business Program

The Law School tuition rates, \$12 per semester hour, are charged for all courses taken in the School of Law.

LATE REGISTRATION

No reduction in tuition is made for late registration. A student is neither entitled to classroom privileges nor considered as registered and enrolled until tuition due has been paid or satisfactory arrangements made in person with the Bursar.

STUDENT ACTIVITIES FEE

An activities fee of \$2 is charged all regular and conditioned students. Payment of this fee by special students is optional. The fee is payable during the week of September 23. This fee is used by the Student Council for special student activities. (See Student Council, page 37.)

OTHER FEES

A fee of \$2 is charged for each make-up examination or advanced standing examination. This fee must be paid on or before the date of the examination.

A thesis fee of \$20 is required of all candidates for the B.B.A. or B.C.S. degrees, and \$25 of all candidates for the M.B.A. degree. This fee is payable during the second semester of the year in which the thesis is to be presented.

The University graduation fee, charged to those who are candidates for a degree, is \$10, payable on or before May 1st of the year in which the student expects to graduate. A fee of \$5 is charged to all candidates for a certificate and is payable on or before May 1st of the year the program is to be completed.

EXPENSES FOR BOOKS AND MATERIALS

Students purchase their own textbooks and working materials. The cost varies according to the subjects for which the student is enrolled. The average cost for a normal program of three subjects is about \$13, with a maximum of approximately \$20. The textbooks for single courses range from \$1.25 to \$5.

GENERAL FINANCIAL INFORMATION

Checks should be drawn payable to Northeastern University.

Students who have withdrawn from a course for good cause and who are permitted to repeat it are credited with the tuition previously paid on that course. The credit cannot be applied, however, until the balance due on the course has been paid.

Students are not permitted to attend class sessions or take any examinations or tests until they have paid their tuition fees or have made satisfactory arrangements for payments.

Students will not be advanced in class standing, or permitted to re-enroll in the University, nor will degrees be conferred until all financial obligations to the University have been met.

WITHDRAWALS AND REFUNDS

In the event a student is obliged to withdraw from the School in which he is enrolled for causes deemed adequate by the Committee on Withdrawals, the balance of the tuition paid will be refunded after the following deductions have been made:

For each course in which the student is enrolled a deduction will be made of \$2 a week until the full charge in each semester has been absorbed. Attendance is computed from the opening date of the semester until the date of last attendance. No refund will be granted in any semester if the tuition charge has been absorbed by the \$2 per week per course deduction.

Matriculation, examination, thesis, and other fees are not refundable except as indicated. The graduation and certificate charges are exceptions and will be refunded in case of non-qualification.

No refunds are granted unless the application for withdrawal is filed within forty-five days after the student has ceased attendance.

No certificate of honorable dismissal will be issued to any student who has not fully met his financial obligations to the University.

School of Business

Degrees Conferred and Theses Presented in 1934

BOSTON

BACHELOR OF BUSINESS ADMINISTRATION

KARL JOHN ARABIAN, *Study of Economic Forces Affecting the Boot and Shoe Industry*

LOUIS ASERKOFF, *Certification of Financial Statements*

ANGELO BARBA, *The Washed Sand and Gravel Business in Metropolitan Boston*

AUSTIN THAYER BUNKER, *A Study of Foreclosures of Massachusetts Savings Bank Mortgages*

ROBERT JOSEPH BURDEN, *Marketing American Gasoline and Lubricating Oil*

GEORGE AUGUST EUERLE, *The Development of the Domestic Oil Burner Industry*

ELMER HATTON, *Development of Business in the United States by Colored People*

HELEN ELIZABETH HILDRETH, *Government Aids to Marketing*

FREDERICK CYRUS HILLYARD, *Functions of and Accounting Suggestions for a Goodwill Industry*

ALICE ELIZABETH JEANNETTE JOHNSON, *Perpetual Inventory Records as an Aid to Management, Sales, and Production Activities*

HAROLD FRIDOLF JOHNSON, *The Small Farm as a Complete Economic Unit*

GEORGE FRANCIS LAING, *Federal Control of Export Finance*

JOHN JOSEPH MANNING, *The Hotel Accountant and His Duties*

ALLEN WILSON MOORES, *Distribution of Pork*

MORGAN PHILLIP O'CONNOR, *Survey of Branch Banking in the U. S.*

VINCENT PETER SAVI, *Is a State Fund for Automobile Personal Liability Insurance Desirable in Massachusetts?*

HARRY MILTON SYLVESTER, *A Market Survey; Boston's Fishing Industry*

ARAM HAGOP TASHJIAN, *Price Policy of the Photo-Engraving Industry*

HILLARD ANDREW TERWILLEGER, *Hotel Credit*

CHARLES WESLEY WILLIAMS, *History of Savings Bank Life Insurance in Massachusetts*

WITH HONOR

AGNES STIRLING BLYTH, *A Study of the Functions and Duties of a Mercantile Credit Department*

WORCESTER DIVISION

MASTER OF BUSINESS ADMINISTRATION

EVERETT JOHN GRIBBONS, *A Survey of a Newspaper Delivery Fleet*

BACHELOR OF BUSINESS ADMINISTRATION

JOSEPH SIRO CELLE, *Debt, Debtor, and Debt Collections*

EBBA INGEBOG JOHNSON, *The Production and Marketing of Anthracite Coal — Nature's Greatest and Safest of Fuels*

SPRINGFIELD DIVISION**BACHELOR OF BUSINESS ADMINISTRATION**

ROBERT ABBE ADOLPHSON, *The Mortgage as a Present-Day Investment*

JULIUS JUDELSON, *The Future of the Malt Syrup Industry*

FREDERICK LEROY BAYON, *A Study of the Principles of Curriculum Building in Private Business Schools*

PAUL BUZZELL LOTHROP, *A Study of the Fur Trade*

FREDERICK NILSSON BROMAGE, *The Place of the Independent Grocer in the Modern Scheme of Distribution*

RICHARD THOMAS LOVETT, *The Study of Plans used by Industry in the Fulfillment of its Obligation to Aging Employees*

CATHERINE MARY CASEY, *Calculating Machines*

FREDERICK CHESTER LUIPPOLD, *The Social Services Rendered the Policyholder by Life Insurance*

NORMAN COHEN, *Fire Insurance and Rates*

EDWIN HAUGHTON COOPER, *Public Utility Accounting as Applicable to Massachusetts Electric Companies*

CHARLES EMMETT O'MALLEY, *Records and Their Uses in the Hosiery Industry*

JAMES FRANCIS DUGGAN, *Accounting and Financial Problems in Newspaper Management*

ROBERT WILSON SEARS (Deceased), *A Study of the Emergency Railroad Transportation Act as Affecting Railroad Operation*

LAWRENCE WINTHROP GILBERT, *Merchandising Landscape Service*

EVERETT HENRY SHELDON, 2ND, *Production Control for Woodworking Plants*

ELIZABETH MARY HALLEIN, *A Study of the Economic Effect of the Change in Value of Money by Inflation*

JAMES JOHN SULLIVAN, *The Duties and Responsibilities of the Public Accountant*

PHILIP JOHN HALLEIN, *The Budget — an Instrument of Control for the Modern Executive*

WITH HONOR

CLARENCE HECHLER, *A Study of the Advantages of the Multiple Banking System*

WILFRED LEICESTER ROTHROCK, *A Comparison of Federal Benefits Granted Veterans of the Civil and World Wars*

WILLIAM GEORGE HOLMES, *A Study of Purchasing Department Operation with Special Reference to the Paper Industry*

ROY EZRA SARGENT, *The Changing Relation between Government and Business*

BACHELOR OF COMMERCIAL SCIENCE

NORMAN EVERETT COFFIN, *Trends in Machinery Design and Improvement of Materials in Machine Production*

PROVIDENCE DIVISION**BACHELOR OF BUSINESS ADMINISTRATION**

JOHN JOSEPH AISSIS, *A Study of a Public Utility Balance Sheet*

MAX MURRAY GOODMAN, *Percentage of Sales as a Basis for Retail Store Rent*

NORMAN LLOYD AUST, *Investment House Accounting and the Influence of the 1932 Securities*

JOHN LAWRENCE McELROY, *Recent Trends to Improvement in Municipal Accounting*

ARCHIBALD FELDMAN, *Internal Check in a Retail Department Store*

FRANCIS GEORGE SERMON, *The Advantages and Uses of Standard Costs*

LORENZO LEO GAGNON, *An Accounting System for a Coal, Wood, and Ice Concern*

HARRY WEISMAN, *Is Instalment Selling a Sound Basis of Furniture Merchandising?*

School of Business

Register of Students, 1934-35

GRADUATE STUDENTS

CANDIDATES FOR M.B.A. DEGREE

BOSTON

DONNELLY, JOHN J., *S.B. Harvard University*

EUERLE, GEORGE A., *B.B.A. Northeastern University*

MORGAN, JOHN C., *B.S. New Hampshire University*

PETERSEN, FRANK C., *B.E.E. Northeastern University*

SHALHOUB, SAMUEL A., *B.B.A. Northeastern University*

SWAN, CHARLES P., *B.S. Bates College*

WORCESTER DIVISION

JOHNSON, ARNOLD L., *B.S. Worcester Polytechnic Institute*

JOHNSON, LAMBERT R., *B.S. Worcester Polytechnic Institute*

LECOUR, RICHARD H., *B.S. Tufts College*

MCCARTHY, BERNARD W., *A.B. Holy Cross College*

MAGAY, ROBERT A., *B.S. Massachusetts State College*

MALMBERG, PHILIP O., *B.M.E. Northeastern University*

SPRINGFIELD DIVISION

MARTIN, CHARLES H., *B.Ed. Illinois State Normal University*

YEATMAN, ALWYN F., *B.S. Massachusetts State College*

PROVIDENCE DIVISION

AISSIS, JOHN J., *B.B.A. Northeastern University*

ARTHUR, HAROLD M., *Ph.B. Brown University*

BOJAR, WILLIAM, *Sc.B. Brown University*

FORD, EARLE F., *B.S. Providence College*

FULL, CHARLES A., *Sc.B. Brown University*

HORAN, NORMAN E., *Sc.B. Brown University*

JAMES, THOMAS E., *A.B. Colby College*

MANNING, FLORENCE H., *B.S. Rhode Island State College*

UNDERGRADUATE STUDENTS

BOSTON

ABBOTT, WILLIAM R.
ACKERMAN, ALDEN B.
ADDUCI, ALFRED L.
ALLEN, ROBERT G.
ALTVATER, GEORGE W.
AMOROSO, RAPHAEL
ANDERSON, ROBERT F.
ANDERSON, WILLIAM C.
ANDERSON, WILLIAM J.

Wollaston
Cambridge
Dorchester
Woburn
Lynn
Natick
Westwood
Salem
Boston

ARCHAMBAULT, GEORGE F.
Ph.G., Ph.C. Massachusetts College of Pharmacy
ASHLEY, DORIS F.
S.B., Simmons College
AYER, BERNARD F.
BAILEY, LAWRENCE C.
BAKER, FRED L.
BALL, MARK L.

Brighton
Brockton
Greenwood
East Boston
Allston
Newton Highlands

BATCHELDER, HOWARD E.	Wollaston	EDMONSTON, ALEXANDER S.	Wollaston
BEARDSLEY, FREDERICK W.	Jamaica Plain	EDMONSTON, LESLIE M.	Wollaston
BEATON, ARTHUR K.	Allston	ELDRIDGE, RUTH G.	Wollaston
BEATTIE, ROBERT T.	Brighton	EMSLIE, EDWARD C.	North Andover
BENNETT, RICHARD A.	Belmont	ERICKSON, WINNIFRED J.	Wollaston
BERKOWITZ, SYLVIA	Brookline		
<i>A.B., Radcliffe College</i>		FAIRBANK, CHARLES W.	Salem
BEZANSON, PHILIP H.	Brockton	FARINA, JEREMIAH J.	Newton
BICCHIERI, ANTHONY A.	Belmont	FARINA, PHILIP P.	Newton
BLAKE, HARLEY T.	Dorchester	FEENEY, JOSEPH F.	Dorchester
BLOCH, WILLIAM A.	Newton Upper Falls	FESTEL, ARTHUR P.	Boston
BOLTJE, GERARD H.	Dedham	FINKEL, JULIUS	Roxbury
BRAYMAN, MINERVA	Roxbury	FLANDERS, DOROTHY	Brookline
BRENNAN, JAMES F.	Medford	FOGEL, EDWARD I.	Cambridge
BROOKS, THOMAS W.	Lynn	FOGEL, MAX	Dorchester
BROWN, CHARLES H.	Framingham	FORD, FRANCIS J.	Allston
BROWN, ROBERT M.	Reading	FORD, VERNON T.	West Roxbury
BUCHANAN, CHARLES A.	Arlington	FORTUNE, EDWARD M.	Boston
<i>B.C.S., Benjamin Franklin University</i>		FREID, LEON R.	Chelsea
BUCKLEY, W. GERALD	Brighton	FRICTSH, LOUIS H.	Cambridge
BURBANK, WILLIS P.	Lynn	FRYHON, STANLEY O.	Dorchester
<i>B.B.A., Northeastern University</i>			
BURDEN, PAUL F.	Dorchester	GALVANI, JOHN J.	Framingham
BURNHAM, ROGER S.	Beverly	GASCON, ADELBERT J.	Boston
BUTTIMER, JEREMIAH F.	Medford	GAY, NORMAN L. C.	Medford
		GERETY, JOHN J.	Boston
CAINE, EDWARD W.	Somerville	GEROKOULIS, HARRY	Lynn
CAMPBELL, CLYDE E.	Waltham	GOLDFINE, ISRAEL	Malden
CAMPBELL, MALCOLM F.	Cambridge	GOLDMAN, SIDNEY	Roxbury
CANNELL, JOSEPH H.	Everett	GONNEVILLE, PAUL L.	Lynn
CARR, GORDON D.	Worcester	GOODMAN, CECIL H.	Roxbury
CARROLL, ALFRED S.	Wellesley Hills	GOODWIN, HAROLD L.	Boston
CARROLL, WALKER A.	Wellesley Hills	GOODWIN, ROBERT W.	Brighton
CASPERSON, JOHN H.	Hyde Park	GOODWIN, RUBY M.	Dedham
CHAMBERS, DANIEL J.	Dorchester	GOOLIGIAN, ASHOD	Hudson
CHARLTON, FRANKLIN R.	Somerville	GORDON, FREDERICK G.	Wilmington
CHASE, C. HASTINGS	Beverly	GORDON, MEYER S.	Roxbury
CHURCHILL, ROBERT L.	Everett	GOULD, GEORGE L.	Swampscott
CLARK, PAUL L.	Dorchester	GREENBERG, ROBERT	Dorchester
CLEGG, JOSEPH E.	Arlington	GREER, MADELINE P.	Wakefield
<i>B.S., Rhode Island State College</i>		GROLNIC, ABRAHAM	Boston
CLIFFORD, JOSEPH L.	Waltham	GUERIN, WILFRID E.	Haverhill
COHEN, ABRAHAM	Newburyport	GUIDARA, A. MARY	Roslindale
COHEN, BENJAMIN W.	Roxbury	GUILFORD, SAMUEL H.	Newtonville
COHEN, JOSEPH	Dorchester		
COLE, JOSEPH C.	Lynnfield	HABERLAND, LOUIS C.	Roslindale
COLE, MILDRED L.	Wakefield	HALL, PRESCOTT W.	Salem, New Hampshire
COMENOS, CHARLES	Lynn	HALLIDAY, KENNETH G.	Newtonville
COOK, BARRETT N.	Mattapan	HAMERSTROM, JOHN A.	West Lynn
COOK, HERBERT E.	Roxbury	HAMILTON, WILLIAM J.	Wellesley
COOK, WARREN H.	Somerville	HANF, ADOLF W.	Belmont
COOKSON, EVERETT D.	Lawrence	HANNON, WILLIAM J.	Quincy
COREY, RICHARD E.	Boston	HANSEN, GEORGE M.	West Roxbury
CORKERY, EDMUND F.	Cambridge	HARDY, EDWIN T.	South Boston
CORKUM, GEORGE W.	Newton Highlands	HARPER, RALPH C.	Malden
CORRIGAN, JOSEPH J.	Sherborn	<i>LL.B., Northeastern University</i>	
COSMAN, ERNEST B.	Malden	HARRINGTON, PAUL F.	Melrose
COSTELLO, THOMAS J.	Arlington	HARRINGTON, WILLIAM E.	Winthrop
COTTER, MARY R.	Charlestown	HAWLEY, FERDINAND F.	Winchester
COURY, EVA A.	Boston	HEERDE, FREDERICK C.	West Roxbury
COWDREY, ROBERT S.	Arlington	<i>U. S. Naval Academy</i>	
CRONIN, JAMES R.	Saugus	HETHERINGTON, JAMES G.	Methuen
CROWLEY, HELEN E.	Allston	HIGGINS, DANIEL D.	Cambridge
CROWLEY, ROSE A.	Allston	HILTZ, HAROLD	Roxbury
CURLEY, ROBERT V.	Melrose	HINGSTON, GEORGE L.	Lynn
CURRIER, VAUGHN P.	Boston	HOAR, GEORGE L.	Roxbury
CUTTING, CHARLES H.	Hingham	HODGES, WILLIAM L., 3rd	West Newton
		HOLLAND, DANIEL H.	Woburn
DAHLBERG, EDWARD L.	West Roxbury	HORGAN, MARCUERITE F.	West Newton
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MINKLEY, WILLIAM M.	Holyoke	WARWICK, MICHAEL L.	Westfield
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MOSEDALE, HAROLD, JR.	Springfield	WEIDHAAS, WILLIAM	Easthampton
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		WILLARD, IRVING T.	Springfield
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NYSTROM, CARL H.	Springfield		
		YARSLEY, GEORGE A., JR.	Longmeadow
O'KEEFE, SADIE G.	Chicopee	YODLOWSKI, ADOLPH J.	Springfield
B.B.A., <i>Northeastern University</i>			
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BUCKLEY, TIMOTHY F., JR.	Providence	McCABE, EDWARD L.	Oakland
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DONNELLY, ALFRED G.	Pawtucket	NOLAN, JOSEPH E.	Howard
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FOGARTY, FREDERIC J., II	Providence	POWERS, PAUL J.	South Attleboro, Mass.
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GENEREUX, GEORGE T.	Pawtucket	REVKIN, ELLIOT	Providence
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GIFTS AND BEQUESTS

Northeastern University will welcome gifts and bequests for the following purposes:

- (a) For the completion of its Building Program.
- (b) For general endowment.
- (c) For specific purposes which may especially appeal to the donor.

While it is not necessary, it would be appreciated if those contemplating gifts or bequests would confer with the President of the University regarding the University's needs before legal papers are drawn.

NORTHEASTERN UNIVERSITY

DAY DIVISION

The three schools of the Day Division of Northeastern University are conducted on the co-operative plan. After the freshman year students may alternate their periods of study with periods of work in the employ of business or industrial concerns, at five-week intervals. Under this plan they gain valuable experience and earn a large part of their college expenses.

SCHOOL OF ARTS AND SCIENCES

Offers a broad program of college subjects serving as a foundation for the understanding of modern culture, social relations, and technical achievement. Varied opportunities available for vocational specialization. Degree: Bachelor of Science in student's major field.

SCHOOL OF BUSINESS ADMINISTRATION

Offers three curricula: Accounting, Banking and Finance, and Business Management. Each curriculum represents in itself a broad survey of business technique, differing from the others chiefly in emphasis. Degree: Bachelor of Science in Business Administration.

SCHOOL OF ENGINEERING

Offers curricula in Civil, Mechanical, Electrical, Chemical, and Industrial Engineering. Classroom study is supplemented by experiment and research in well-equipped laboratories. Degree: Bachelor of Science in the professional field of specialization.

EVENING SCHOOLS

SCHOOL OF LAW

Conducted in Boston: Divisions in Worcester and Springfield

Curriculum leading to the degree of Bachelor of Laws. Preparation for the bar examinations and for the practice of the law. Case method of instruction. Open to men and women.

SCHOOL OF BUSINESS

Conducted in Boston: Divisions in Worcester, Springfield, and Providence

Curricula in Accounting, Business Administration, Law and Business and Applied Science, leading to the degrees of Bachelor of Business Administration and Bachelor of Commercial Science. Open to men and women.

LINCOLN SCHOOL OF LIBERAL ARTS

A four-year curriculum leading to the Degree of Associate in Arts (A.A.). Students may register for the degree program or for individual subjects of a cultural nature. Open to men and women.

LINCOLN INSTITUTE

Courses leading to a diploma in the fields of Architectural, Civil, Electrical, Mechanical and Structural Engineering. One-year course in Aeronautics. Students may register for individual subjects.

LINCOLN PREPARATORY SCHOOL

Courses in high school subjects leading to a diploma. Students may enter in September, January, or May. Prepares for admission to all colleges. The School has college entrance certificating privilege. Open to men and women.

For further information regarding any of the above schools, address

NORTHEASTERN UNIVERSITY

316 Huntington Ave., Boston, Mass., Tel.: Ken. 5800

WORCESTER, MASS.

766 Main St.

Tel.: Wor. 5-6101

SPRINGFIELD, MASS.

114 Chestnut St.

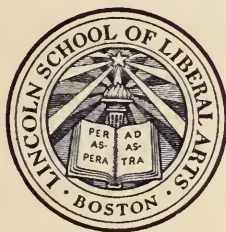
Tel.: Spr. 6-3681

PROVIDENCE, R. I.

160 Broad St.

Tel.: Gaspee 6357

LINCOLN SCHOOL *of* LIBERAL ARTS

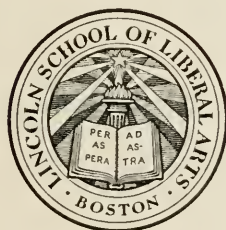


EVENING SESSIONS
Open to Men and Women

Prospectus for
The Year 1935-1936

LINCOLN SCHOOL *of* LIBERAL ARTS

EVENING SESSIONS
1935-1936



DEGREE OF ASSOCIATE IN ARTS AWARDED*

*The completion of the course in the Lincoln School of Liberal Arts is recognized as satisfying one-half of the requirements for the Degree of Bachelor of Arts or Bachelor of Science in the day division of Northeastern University.

CALENDAR

1935

Registration Period.....	September 16-30
Advance standing and condition examinations	September 25
Opening of School.....	September 30
Legal holiday. No classes.....	November 11
Second payment of tuition fees due.....	November 25
Legal Holiday. No classes.....	November 28
Beginning of Christmas recess.....	December 24

1936

First class sessions after Christmas recess.....	January 6
Third payment of tuition fees due.....	January 27
Final payment of tuition fees due.....	March 16
Legal holiday. No classes.....	April 20

OFFICE HOURS

AUGUST 16 — JUNE 18

Week days, except Saturday.....	9 a.m. till 9 p.m.
Saturday.....	9 a.m. till 12 m.

JUNE 19 — AUGUST 15

Week days, except Saturday.....	9 a.m. till 4 p.m.
Saturday.....	9 a.m. till 12 m.

During the period from June 19 till August 15, on Tuesday and Friday evenings, the office is open in addition from 6 to 9 p.m. On other evenings during this period the General Offices of North-eastern University on the same floor deal with all school business.

INTERVIEWS

Prospective students, or those desiring advice or guidance with regard to any part of the school work or curricula, are offered personal interviews with the Dean or his assistants. No enquirer should hesitate to ask for an appointment as, in the long run, time is saved during the school year by having the whole educational problem discussed before the opening of the school.

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Value of A Cultural Education

NUMEROUS reasons prompt men and women to aspire to a college education. Among these are personal pride, social prestige, and frequently the vague hope of some form of financial return. For the most part, however, men and women who continue from high school to college do so because of the basic and intrinsic values to be found in college study itself.

One can readily appreciate the personal, social, and cash values of a technical education, where there is the specific acquiring of knowledge that has a marketable value. However, it is not so easy to see at first glance the value of a cultural education — something that is needed more today than ever and something that ought to be the forerunner of all professional training.

A cultural education furnishes two distinct benefits:

- (a) It enriches personal life. This is due not only to the background of knowledge obtained in such a training, but to the acquired ability to approach the solution of problems, and the development of the discipline of reasoning necessary to solve problems.
- (b) It produces a marked social development. This type of education produces in a person a sense of real values; it helps him to adjust himself satisfactorily in the whole province of human relations, in the home, in his employment, in fact, in all civic groupings.

It is interesting to note that as a result of these two benefits there is the reward of increased vocational success.

RESULTS OF A LIBERAL EDUCATION

Apart from the financial return accruing from a liberal education one can note in addition the following results of such an education:

- (a) Regardless of our occupation, it broadens our interests and enlarges our sympathies because of widened interests.
- (b) It enables us to think independently, basing our actions on the results of our reasoning and freeing us from decisions and actions based on whim, ignorance, or prejudice.
- (c) More specifically, by increasing knowledge it dispels prejudice.
- (d) It provides inner contentment and satisfaction that most frequently the material things of life do not provide.
- (e) It discloses our responsibilities as human beings and makes us ready to recognize and meet these responsibilities.

- (f) More important than all else, it is an indispensable aid to a wise and sound adjustment to the complicated world in which all must take their places.

THE NEED FOR A LIBERAL EDUCATION

A statement of the values and results of a liberal education lead naturally to the individual's recognition of the need for such an education. In normal times less than 40% of our high school graduates ultimately proceed to the colleges and universities. In times of financial stress and business depression not more than 25% of high school graduates will proceed to college. This means that a large part of our adult population will normally be denied the benefits enumerated above. It further means that wherever special facilities such as evening schools are available, men and women, regardless of age, should take advantage of the educational opportunities provided.

EVENING EDUCATION AVAILABLE

Many towns and cities, appreciating the value of a liberal education, have established evening colleges for employed men and women and for those who for financial or other reasons could not proceed to a day college. Many private agencies, too, have furnished such evening opportunities. This provision permits the young man or woman leaving high school to obtain the benefits of a broad general cultural education while proceeding in the day time with his regular employment. It also is of distinct advantage to the older employed man or woman who perhaps had no college aspirations on leaving high school or who then could not afford such an education, but who has come to appreciate the need for such a course of training.

There is a special need for employed men and women, surrounded as they are by the complexities of modern industry, to ensure for themselves a well-rounded training. A machine age is dangerous to the personality. One is in grave danger of having his life bounded by the mechanical processes going on around him with the result that life becomes artificial, that pleasures are sought as a relief rather than for their recreational value. The man with a liberal training, however, is not carried away against his better judgment.

ADULTS CAN LEARN

For those men and women who are more mature and who hesitate to embark upon a program of study feeling that they are too old and would not succeed, there is good news in the results of recent experiments in the field of adult education which have established conclusively the opinions held by many educators that age offers no pronounced handicaps to study.

The following excerpts from "Adult Learning" by Dr. E. L. Thorndike will prove interesting and encouraging.

"If an adult class were to be divided into two sections, one expected to make rapid progress and the other slow progress, age would be practically worthless as a basis for the division."

"The provision of opportunities whereby adults can learn those things which they are able to learn and which it is for the common good that they should learn is a safe philanthropy and a productive investment for the United States."

"Adult education suffers no mystical handicap because of the age of the students."

"Comparing youth and middle age I find that there is hardly a subject in our curriculum that the average mature mind will not grasp with equal ease and superior understanding. Take two men of equal intelligence, one of 45 and one of 20, both in good health and with good habits, both free from hampering worries, and turn them loose on a new subject in which they are both interested. One finds immediately that the man of age and experience has all the advantage."

With these facts in mind mature students should not hesitate about undertaking to learn anything which they really feel desirable or worth-while.

Lincoln School of Liberal Arts

The Lincoln School of Liberal Arts was founded in 1931 to make available to the residents of Metropolitan Boston the opportunity of obtaining at convenient evening hours a general cultural education leading, if desired, to the Degree of Associate in Arts (A.A.). These courses are open to men and women. Effective 1935, men students meeting the requirements for graduation as outlined in this catalog may obtain advanced standing credit towards the Degree of Bachelor of Arts or Bachelor of Science offered by Northeastern University, College of Liberal Arts. The completion of the work for the Bachelor's degree will require at least two years of study. This plan of combined evening and day study will provide a splendid opportunity for a man who cannot afford to go to a day college for his entire education to obtain the benefits of a sound education at moderate expense.

AIMS AND PURPOSES

The aim of the Lincoln School of Liberal Arts is to develop cultured individuals who are well adapted to live socially with their fellows. The courses are so planned that as a result of his study a student will develop his personality. He will acquire intellectual power and emotional stability through his work with problems involving his person and his environment, physical, biological, social, and spiritual. He will develop a sense of values with regard to his health, his recreation, his vocation, his home, and his social, intellectual, and spiritual nature. He will acquire a training necessary to worth-while living and to success in his vocation.

THE STANDARDS OF THE SCHOOL

The Officers of Administration are determined that this shall not be merely another institution offering so-called liberal training. The school is the outcome of a definite philosophy of education, a realization of the needs of men and women, and an attempt to meet those needs. Consequently the following standards will be maintained:

Course Content. While the courses offered for the most part bear the traditional titles of courses offered in similar institutions, the treatment of the content of each course will be a departure from the work traditionally offered. It will aim not merely at the acquisition of mere factual knowledge but at the development of a depth of penetration and the acquisition of a breadth of outlook and understanding.

Faculty. The Officers of Administration of the School of Liberal Arts have regularly taken the attitude that for an institution to function satisfactorily the faculty must consist of men of the highest rank. Not only are they to be experienced in teaching the subjects which they profess, but they are to be, in addition, sound and thorough scholars imbued with the philosophy underlying the inception of this institution. Furthermore, they are selected for their ability to aid students, influencing them in their ideals and standards of conduct, not by the mere repetition of professorial utterances but by creating in the student an analytical mind which aids him in the solution of his own problems.

Student Accomplishment. A high standard of accomplishment will be expected of all students. The mere memorizing of facts and the periodical repetition of subject matter are not of themselves regarded as satisfactory accomplishment on the part of our students. The school concerns itself with students' attitudes and with their approach to the various problems with which they are likely to be faced, not only in the course of the school year but subsequent to graduation. Accordingly, all efforts will be directed to the ultimate aim of the school, which is to create socially efficient citizens.

Program. The program is devised for employed men and women who are occupied at their various tasks during the day and who must find time for both classroom work and study in the evenings. For this reason all the standards and policies of the school, together with its curriculum, have been studied in relation to the needs of students who are employed during the day.

Requirements for Admission and Registration

The School bases its admission requirements on the student's ability to pursue satisfactorily the courses applied for. Students are classified as follows:

Regular Students

- (a) Students who have graduated from an approved high school and whose program has included the prescribed subjects listed below.
- (b) Students who have completed fifteen acceptable units of secondary school work with a degree of proficiency satisfactory to the Department of Admission.
- (c) Students who present a number of acceptable units of secondary school work and certificates of entrance examinations passed for admission to college.

Prescribed Units:

English.....	3 units
Mathematics.....	2 units
Social Science.....	2 units
Foreign Language (Ancient or Modern).....	2 units
Science.....	1 unit
Electives.....	5 units

Unclassified Students

- (a) Students who may be admitted according to their general fitness to pursue the work of the courses applied for. These students will not be considered as candidates for the degree but as individuals pursuing programs which may prove of benefit to them.
- (b) Students who may wish to be candidates for the degree but who have one or two units of deficiencies in entrance requirements. Such students may be reclassified as regular students upon the removal of their deficiencies.

REGISTRATION PROCEDURE

Each applicant for admission is required to fill out an application blank on which he states particulars of his former education and furnishes the names of persons to whom reference can be made regarding his character and training. This blank should be mailed to the school office accompanied by the matriculation fee of \$5.00. This fee is returnable only when the student is rejected by the school. When a student has been accepted by the school he will be furnished with specific instructions regarding the completion of his registration.

LATE REGISTRATION

Students should avoid late registration. It is of fundamental importance that they be present at the first class sessions if they are to be successful in their studies for the year. Those who find it necessary to register late may be permitted to enter the school provided that they have not lost so much work as to render it unlikely that they will succeed in their courses.

REQUIREMENTS FOR GRADUATION

Students may register for single subjects or for the complete degree program, provided such registration meets with the approval of the Dean; but to receive the degree of Associate in Arts, the student must fulfill the following conditions:

- (a) He must have completed a total of 63 semester hours of study.
- (b) Of these 63 hours, 36 must have been completed in the Lincoln School of Liberal Arts, regardless of the advanced standing credit a student may have received.
- (c) He must have included in his period of study the required courses of his program and have pursued in addition sufficient elective courses to make up the total of 63 semester hours.
- (d) He must have completed all the required courses, either by attendance at this school or by receiving advanced standing credit for those courses or for the equivalent of those courses as determined by the Dean.
- (e) He must pass such final examinations as are required in the courses he has pursued. The courses have been arranged so that they may readily be completed in four years. However, an extension of time will be granted to those who wish to take longer to meet the requirements for graduation. By attendance during two summer terms the course may be completed within three calendar years.

ADVANCED STANDING CREDIT

Students may obtain advanced standing credit for certain courses at the discretion of the Dean on the presentation of certified transcript of record from an accredited college, but advanced standing credit will be given only in those cases where the general course content is similar to the course content of the courses offered in the Lincoln School of Liberal Arts.

Programs of Study

The school offers four programs which, while similar, have been designed to enable a student to proceed to graduation from the Northeastern University College of Liberal Arts, majoring in one of four definite fields should he so desire. These programs follow. Moreover, students may prefer to register for individual subjects instead of for a complete degree program, provided such registration meets with the approval of the Dean.

Program 1

Major: (*Economics*)

Required subjects: 48 semester hours:

English Composition	6 hours
Modern European History	6 "
Economics Principles	6 "
English Literature	6 "
American Government	6 "
General Sociology	6 "
General Psychology	6 "
United States History	6 "

Elective subjects: 15 semester hours selected from the following:

Logic	3 hours
Ethics	3 "
Introduction to Philosophy	6 "
Comparative Government	3 "
Economic History of the United States	3 "
Advanced Composition	6 "
Social Pathology	6 "

Program 2

Major: (*Sociology*)

Required subjects: 48 semester hours:

English Composition	6 hours
European History	6 "
General Sociology	6 "
Economic Principles	6 "
General Psychology	6 "
Introduction to Philosophy	6 "
United States History	6 "
Government	6 "

Elective subjects: 15 semester hours selected from the following:

English Literature	6 hours
Social Pathology	6 "
Sociology	6 "
Economic History of the United States	3 "
Advanced Composition	6 "
Comparative Government	3 "
Logic	3 "
Ethics	3 "

Program 3Major: (*English*)

Required subjects: 54 semester hours:

English Composition	6 hours
European History	6 "
English Literature	6 "
Introduction to Philosophy	6 "
General Psychology	6 "
United States History	6 "
Government	6 "
Economic Principles	6 "
General Sociology	6 "

Elective subjects: 9 semester hours selected from the following:

Logic	3 hours
Effective Speaking	3 "
Sociology	6 "
Social Pathology	6 "
Economic History of the United States	3 "
Advanced Composition	6 "
Comparative Government	3 "
Ethics	3 "

Program 4Major: (*Psychology*)

Required subjects: 48 semester hours:

English Composition	6 hours
European History	6 "
General Sociology	6 "
General Psychology	6 "
Government	6 "
Economic Principles	6 "
Introduction to Philosophy	6 "
United States History	6 "

Elective subjects: 15 semester hours selected from the following:

American Government	6 hours
English Literature	6 "
Social Pathology	6 "
Economic History of the United States	3 "
Advanced Composition	6 "
Comparative Government	3 "
Effective Speaking	3 "
Logic	3 "
Ethics	3 "

Subjects of Instruction

Instruction is given by means of lectures, recitations, and laboratory work. Great value is set upon the educational effect of these exercises, which constitute the foundation of each of the courses. Oral and written examinations are held at the discretion of the instructors.

List of Courses Offered

Course	Semester Hours	Cost
*Chemistry, Analytical	6	\$60.00
Chemistry, Inorganic	6	60.00
Chemistry, Organic	6	60.00
*Economic History of the United States	3	15.00
Economics	6	30.00
*Effective Speaking	3	15.00
English Composition	6	30.00
English Literature	6	30.00
*Ethics	3	15.00
Government	3	15.00
*Government, Comparative	3	15.00
History, Mediaeval	6	30.00
History, Modern European	6	30.00
History, United States to 1828	3	15.00
*History, United States since 1828	3	15.00
*Logic	3	15.00
Social Pathology	6	30.00
Philosophy	6	30.00
Psychology	6	30.00
Sociology	6	30.00

*Not offered 1935-36

Courses will be offered in any other Liberal Arts subject, provided a sufficient number of students register.

In the following pages will be found a detailed statement of the scope of the subjects offered in the various courses.

Required courses, and those prerequisite thereto, must have been successfully pursued before any advanced course may be taken. The student must have become proficient in all the elementary subjects before undertaking advanced work.

By careful consideration of the courses offered, in connection with the following description of subjects, the applicant for a special course may select, for the earlier part of that course, such subjects as will enable him to pursue later those more advanced subjects which he may particularly desire.

Tuition and Other Charges

Matriculation Fee. A Matriculation Fee of \$5 is payable by each student on his initial entrance to the school. This fee is not returnable except when the student is not accepted for admission.

Tuition Fees. The tuition charge for a student who is carrying a full program of three courses (exclusive of Chemistry) in one of the regular curricula is \$90 a year. The fees are payable in four installments, as follows: \$25 on entering the school, \$25 on the Monday of the ninth school week, \$20 on the Monday of the sixteenth school week, and \$20 on the Monday of the twenty-third school week. In cases where students are not carrying a full program the tuition fees are payable as follows:

- (a) If the total charges are \$60 or more, two-fifths will be paid on the first payment date and one-fifth on each of the other dates.
- (b) If the total charges are between \$30 and \$60, two-fifths will be paid on each of the first two payment dates and one-fifth on the third payment date.
- (c) If the total charges are less than \$30, the full amount is payable on registration.

Chemistry costs are \$60 for each course exclusive of Laboratory charges. Laboratory charges are as follows:

Inorganic Chemistry	\$10.00
Analytical Chemistry	15.00
Organic Chemistry	15.00

To accommodate students who would of necessity be denied formal education if required to make the tuition payments in full on the dates specified above, a deferred payment privilege is available, particulars of which are given on page 15.

No deduction from tuition fees is made because of late enrollment.

The school endeavors to mail bills to students ten days in advance of the payment date and also issues announcements in class to the effect that a payment date is falling due. In those cases where students have not received bills, they should intimate the fact to the school office. Students are reminded that the non-receipt of a bill does not exempt them from the responsibility of meeting their payments on the dates assigned and that failure to do so will involve the student in the payment of the late payment fee.

In the event that absence from school is unavoidable at payment periods, students are advised to mail check or money order.

Charges for Partial Attendance. In the event of a student's complete withdrawal from school, he is charged on a pro rata basis for the weeks he has attended. This charge is 8% of his total

tuition charges in the case of a half course and 4% of his total charges in the case of a full course for each week of attendance up to the date of his withdrawal from school. In the event that a student abandons part of his program, he is charged on the above basis for each week of attendance in the course or courses from which he is withdrawing.

Late Payment Fee. In those cases where a student does not meet the payment due on the date specified in the calendar, a late payment fee of \$1.00 is charged.

Special Examination Fees. The fee for each special examination for advanced standing, for conditioned students, or for students who have for justifiable cause omitted to take the regularly scheduled examinations is \$3. In those cases where students have omitted to take a quiz with justifiable cause, an examination fee of \$1.50 will be charged for the make-up quiz. In each case the fee must be paid before the examination is taken.

Charges for Damages. Students who damage apparatus in the laboratories or who willfully destroy school property will be responsible for the replacement of such damaged articles or for the cost of replacement where this is undertaken by the school.

Diploma Fee. On completing the curricular requirements for a diploma the student is expected to pay the diploma fee of \$10. This fee must be paid by May 15th in the year of the student's graduation.

The tuition fees for individual and special courses will be found on page 13.

Deferred Payment Agreements. The deferred payment privilege is available to worthy students who are unable to meet their financial obligations on the regular payment dates. This plan enables a student to pay a deferred payment fee of \$1 at the time each payment is due. He may then arrange the basis of payment he wishes to adopt in consultation with an officer of the school. The instalment of the tuition fees and the deferred fee must be paid before the subsequent payment date, if the student is to continue in attendance.

In the event that tuition fees are not paid on the regular payment dates, a deferred fee of \$1.00 will be automatically charged for the payment period.

The Officers of Administration believe that students who avail themselves of the deferred payment privilege should abide religiously by the terms of their agreement. In cases of failure to make the payments agreed upon, the agreement is automatically cancelled and the balance of tuition fees for that period immediately becomes due. If the Officers of Administration decide to grant the student an opportunity of making a new deferred agreement after such violation, an additional charge of \$1.00 is made for the new agreement.

Withdrawals and Refunds. Students who are forced to withdraw from a course or from the school are expected to notify the school office by completing the withdrawal blank which will be furnished.

Since the school assumes the obligation of carrying the student throughout the year for which he registers, and since the instruction and accommodation are provided on a yearly basis, the Executive Council of the School has ruled as follows:

- A. Application for refunds must be presented within forty-five days after withdrawals from school.
- B. Refund in the case of complete withdrawal from school will be granted by the Committee on Withdrawals for reasons which they deem adequate. Among the reasons deemed adequate are the following:
 - (a) Personal illness.
 - (b) Change of employment by direction of employer whether in the schedule of time or in place of employment.
 - (c) The situation where the student becomes the sole or partial support of the family so as to make it impossible for him to continue his studies.
 - (d) Loss of position.
 - (e) Change of residence.
 - (f) A voluntary change of employment, the hours or the residence being such that he is unable to continue attendance.

In all the above cases it is expected that a medical certificate, letter from employer or other appropriate substantiating documentary evidence will be produced by the student.

Description of Courses

The Lincoln School of Liberal Arts reserves the right to advance requirements regarding admission, to change the arrangement of courses, the requirements for graduation, tuition fees, and other regulations affecting the student body. Such regulations will affect old and new students.

Chemistry, Analytical — Mondays and Fridays from 7 p.m. to 9 p.m. Full course. Credit, 6 semester hours. Fee \$60.

Qualitative Analysis—Lectures and Laboratory—First Semester.

Lectures and recitations are carefully co-ordinated with laboratory work. Not only is the detection of the common cations and anions considered but also the theoretical principles relating to hydrolysis, solubility product, ionic equilibrium, amphoteric substances, complex formations, oxidation and reduction, correct concentrations, etc. Sequentially related experiments which may be combined into a complete system of analysis, are performed. From time to time unknown solutions and substances are given the student, the analysis of which emphasizes the very practical side of the work.

Quantitative Analysis—Lectures and Laboratory—Second Semester.

The major operations of quantitative analysis, such as weighing, measurements of volumes, titration, filtration, ignition, and combustion are considered both from the theoretical and the manipulative aspects.

Typical analyses and common technical methods are discussed critically, and unknown solutions and substances, the analyses of which involve volumetric analysis, including acidimetry and alkalimetry; oxidation and reduction and precipitation methods are performed.

Each analysis requires correct calculation as well as careful analytical procedure. For this reason quantitative calculations are studied through the medium of a number of representative problems.

Chemistry, Inorganic — Wednesdays and Thursdays from 7 p.m. to 9 p.m. Full course. Credit, 6 semester hours. Fee \$60.

A course of experimental lectures on the fundamental laws and principles of inorganic chemistry. Emphasis is placed on the study of elements, compounds and theories, which form a basis for more advanced courses in chemistry. Problems of a physio-chemical nature involving the gas laws, application of Avogadro's Hypothesis, the law of definite proportion, electrolytic dissociation, the law of mass action, and other principles are assigned and discussed in class. Principles of physics which are important for this course are to a certain extent given consideration.

The laboratory course is run in conjunction with the lectures, and experiments which verify principles discussed in class are included. It is hoped that in doing the various experiments, the

student will cultivate a scientific attitude and habit of thought. Neat and satisfactory notes are considered an essential part of the course.

Chemistry, Organic — Tuesdays and Thursdays from 7 p.m. to 9.00 p.m. Full Course. Credit, 6 semester hours. Fee \$60.

Lectures:

In this course the student obtains a thorough foundation in the principles and theories of organic chemistry. These are presented in a manner that emphasizes the relationships existing among the various classes of organic compounds. The practical nature of the subject is stressed by familiarizing the student with the industrial applications of these theories and principles to such industries as: petroleum, rubber, dyes, explosives, drugs, etc.

Laboratory:

The carefully selected preparations serve to give the student concrete evidence of the validity of the theories and principles of organic chemistry. They also help in developing the laboratory technique necessary in such manipulations as fractional distillation, physical and chemical separations, extractions, crystallizations, steam distillations, etc.

The fundamental types of chemical changes considered here are esterification, saponification, sulfonation, nitration, reduction, diazotization, and condensation.

Economics — Mondays and Wednesdays, from 8.30 p.m. to 10.00 p.m. Full course. Credit, 6 semester hours, \$30.

This course presents the fundamental nature of our modern economic system. The student is equipped with a body of principles which will enable him to analyze and understand such subjects as the reform and improvement of our industrial system, wages, profits, tariff, international trade, taxation, and other similar topics. Particular attention will be given to current economic problems.

English Composition — Mondays and Wednesdays, from 7.00 p.m. to 8.30 p.m. Full course. Credit, 6 semester hours, \$30.

The purpose of this course is to develop an understanding appreciation of English. Practice in writing, wide reading in the masterpieces of our literature, personal conferences and general lectures are all inter-related. The reading and lectures afford a stimulus and guide to the study of literature, while the themes and individual criticism give the student an opportunity to make the best use of his own style. Those who at the mid-year make a grade of 80 or better are given permission to write and read along the line of their particular interest.

English Literature — Mondays and Wednesdays, from 8.30 p.m. to 10.00 p.m. Full course. Credit, 6 semester hours. Fee \$30.

The basis of this course is a survey of the best literature in our language: emphasis, however, is placed upon a thorough understanding and full appreciation of the works read, rather than upon covering a vast field. The literature read will be linked up with the general history of human thought in philosophy, science, and government. Papers will be written on topics chosen by the student under the guidance of the instructor and these will later be discussed at individual conferences.

Ethics — Half course. Credit, 3 semester hours. Fee \$15.

This course deals with the nature of right and wrong conduct with reference to moral problems in individual and social life. The beginnings and growth of morality will be traced from the level of custom to the level of conscience and then to the level of reflective thought. How moral judgment is developed and how ethical standards are established will be considered. Contrasts between American and European views on morality will be presented in an effort to determine to what degree ethics is related to sociological and geographical factors. A selected group of ethical problems will be incorporated into the course. The student will be expected to apply the principles of moral judgment which bear upon the problems.

Government — Fridays from 7.00 p.m. to 8.30 p.m. Half course. Credit, 3 semester hours. Fee \$15.

This course is concerned with a critical study of the Federal Government in its relations to the body of citizens, and to the individual citizen: Especial attention is given to the work of Congress, the functions of the President and the Federal Courts, the conduct of Foreign Affairs, Political Parties — their history and management, and the relations of the national government to Capital and Labor.

Outside readings are required in current books and periodicals, and each student is required to prepare a special study dealing with some problem of modern government.

History, Mediaeval — Tuesdays and Thursdays from 7.00 p.m. to 8.30 p.m. Full course. Credit, 6 semester hours. Fee \$30.

A course in the essentials of European history during the period extending from the beginning of the decay of the Western Empire to about 1900.

The work of the first semester will treat of the Germanic invasions, of feudalism, of the mediaeval Church, of the rise of the national states. The study of this earlier period will be built up around such great personages as Justinian, Gregory the Great, Charlemagne, Alfred, Otto the Great, Hildebrand, Frederick Barbarossa, and Thomas Aquinas.

The second semester's work will take up the study of the Renaissance, the causes of the revolt against the Church, the Reformation, the religious wars, the French Revolution, the Industrial Revolution and other important movements of the modern period.

History, Modern European — Tuesday and Thursday from 8.30 p.m. to 10.00 p.m. Full course. Credit, 6 semester hours. Fee \$30.

This course aims at describing and interpreting the development of European states from the crisis at Waterloo to the eve of the World War. Among the influences to be dwelt on are the Metternich system, the unification of Italy, the evolution of Prussian power, the emergence of French republicanism, and English political and social reform. The latter part of the second semester is devoted to a study of the international relationships which precipitated the tragedy of 1914.

History, United States to 1828 — Fridays from 8.30 p.m. to 10.00 p.m. Half course. Credit, 3 semester hours. Fee \$15.

An advanced course in United States History. All students who elect this course must have previously taken a course in United States History of high school grade. Students are expected to prepare original papers on designated topics.

The material of the course will cover the period up to and including the Civil War — tracing the history of political parties, the growth of our diplomatic policy, social and economic development, and the Westward movement.

Logic — Half course. Credit, 3 semester hours. Fee \$15.

This course is designed to assist the student to think clearly and correctly. It gives consideration to the methods of critical and reflective thought. Common fallacies in logic are studied and the student is given practice in determining true and fallacious reasoning.

Social Pathology — Tuesday and Thursday from 8.30 p.m. to 10.00 p.m. Full course. Credit, 6 semester hours. Fee \$30.

A course in social ills which arise out of family disorganization and personal demoralization. For example: divorce, neglect, illegitimacy, prostitution, and old age and those which involve peculiarly economic considerations; poverty, depressions, child labor, hours of labor, accidents. The health aspects of social problems (disease, mental peculiarities, the effects of drugs, alcohol, etc.) occupy a further phase of the work.

Philosophy — Tuesday and Thursday from 7.00 p.m. to 8.30 p.m. Full course. Credit, 6 semester hours. Fee \$30.

In this course the world views of great thinkers both ancient and modern are set forth. Some of the problems to be treated are as follows: moral freedom, happiness, God, immortality, nature of reality, basis of human knowledge and its extent, the foundations of science. There will be readings, lectures and class room discussions dealing with such thinkers as Plato, Aristotle, Descartes, Spinoza, Kant, and Schopenhauer.

The purpose of this course is twofold: (1) to acquaint the student with the general nature of philosophy and particularly with certain great thinkers and (2) to aid him in reaching a rational adjustment to the world.

Psychology — Mondays and Wednesdays from 8.30 p.m. to 10.00 p.m. Full course. Credit, 6 semester hours. Fee \$30.

This course introduces the student to the problems and techniques of psychology. It deals with individual differences, intelligence, emotional reaction and social adjustment as dependent upon age, race and sex. The influence of heredity and environment in the production of individual differences will be discussed. Various types of personality will be studied and biographical material illustrating the types will be reviewed and discussed in an informal way.

Sociology — Mondays and Wednesdays from 7.00 p.m. to 8.30 p.m. Full course. Credit, 6 semester hours. Fee \$30.

The course undertakes a descriptive analysis of social behavior and social institutions; a general survey of social theories and proposed solutions to problems of society; a study of the factors that promote or hinder progress. Attention is given to moral adjustment; to active control of the environment and to social control.

Part of the course will deal with the causes of poverty, crime and social maladjustment, together with suggested remedies. As a whole the course attempts to be an anatomy of human society.

Administrative Policies

APPLICATIONS FOR ADMISSION

Applications for admission should be filed as early as possible in order that the necessary investigations may be made and the status of each student definitely determined before the opening day.

REGISTRATION

Each student is required to present himself at the School Office, and to have his course approved by the Dean to complete his registration. A student is expected to pay the first tuition installment and other fees required before beginning attendance.

A student who does not pay the first installment in full at registration is expected to interview an officer of the school regarding a deferred payment agreement.

Late registration will be permitted only at the discretion of the Dean.

THE SCHOOL YEAR

The school year is divided into two semesters of sixteen weeks each. The first semester extends from September 30 to January 25 and the second semester from January 27 to May 22.

SESSIONS

Classes meet on week-day evenings. There are no classes on Saturdays. A full schedule will include three evenings a week. As a rule classes are scheduled from 7.00 p.m. till 10.00.

ATTENDANCE REQUIREMENTS

A careful record of attendance upon class exercises is kept for each student. Absence from regularly scheduled classes in any subject will seriously affect the standing of the student. It may cause the removal of certain subjects from his schedule and the listing of these as "conditioned subjects." However, if reasonable excuse for absence be presented, the student may be allowed to make up the time lost, and be given credit for the work; but he must complete the work at such time and in such manner as his instructor in the course shall designate.

An attendance record of 70% must be maintained in all classes before a student will be admitted to examination.

EXAMINATIONS AND QUIZZES

Examinations and quizzes are held throughout the term at the discretion of the instructors. Final examinations are required upon the completion of all courses. The following system of grading is used:

- A — 90 to 100 — Excellent
- B — 80 to 89 — Good
- C — 70 to 79 — Fair
- F — 50 to 69 — Conditioned Failure
- FF — Below 50 — Complete Failure

A student marked "F" may receive one special examination. If he fails in that, he must repeat the course. A student marked "FF" must repeat the course. The fee for each special examination is \$3.00. Grades and reports are mailed to the students and will not be given out at the School Office. Under no circumstances will grades be given over the telephone.

Quizzes are to be made up at the discretion of the instructor.

TRANSFERS

No students are permitted to change from one course to another without first consulting the Dean, and receiving a Transfer Order signed by him.

REPORTS OF STANDING

An informal report of the student's standing is issued at the end of the first term; and the formal report, covering the year's record, is issued at the close of each year.

In the case of students who are under twenty-one years of age, reports may be sent to parents in the event of unsatisfactory work on the part of the student, non-compliance with administration regulations, continued absence, and withdrawal. Parents of minors may obtain reports at any time on request.

CLASSIFICATION OF STUDENTS

The ability of students to continue their courses is determined by means of class room work and examinations, but regularity of attendance and faithfulness to daily duties are considered equally essential.

When a student elects a curriculum, he is required to complete all courses included therein in order to graduate. If a student wishes to drop a course, or omit one and substitute another therefor, the consent of the Dean must first be obtained. Otherwise the student will be regarded as a special student.

A special student is permitted to attend the school, subject to the approval of the Dean, and to take such courses as the school offers. Special students are not eligible for the degree.

STUDENTS ADMITTED WITH ADVANCED STANDING

Students who, upon admission, were granted provisional advanced standing, but have not presented on admission evidence of their eligibility to such advanced standing, shall not be granted the diploma of the school.

DEGREES

Upon the satisfactory completion of any of the regular curricula, and the fulfillment of the conditions on page 10 the student is entitled to receive the degree of Associate in Arts. A graduation fee of ten dollars is required of all candidates for a diploma. This fee must be paid on or before May 15 in the year in which the student is to graduate.

The school awards the degree with honor and high honor to those students who have completed outstanding work during the period of their attendance. The diploma with high honor will be awarded to all those who have completed the curriculum for which they registered with an average of 90% or more. The diploma with honor will be awarded to those who have completed the curriculum for which they registered with an average of from 85% to 89% inclusive.

Diplomas are awarded at the annual commencement exercises. These are held about the middle of June.

General Information

LIBRARIES

The school has excellent facilities for study in the Northeastern University library and reading room, which is equipped with dictionaries, encyclopedias, and special texts for carrying on the work of the school effectively.

Students also have the privilege of taking books from the Boston Public Library and of using the library for general reference and reading.

TEXT BOOKS AND SUPPLIES

The school enjoys the facilities of the Northeastern University Bookstore which is a department of the University and is operated for the convenience of the student body. All books and supplies which are required by the students for their work in the University may be purchased at the bookstore. In addition, the bookstore also carries a large number of general supplies. The main store is located in Room 259, Main Building. A branch of the store is operated in Room 23, Huntington Building, in which not only school supplies, but also a variety of other articles are sold to meet the needs of students.

OPPORTUNITIES FOR RECREATION

Men who are employed in offices or indoor occupations and who are pursuing a strenuous evening program of study should plan to take some systematic form of exercise in order that they may not impair their health and that they may do the most effective work.

The school, being housed in the Y. M. C. A. building, is particularly fortunate in being able to place at the disposal of its students at moderate rates unexcelled recreational advantages, the building having facilities in the nature of a gymnasium, swimming pool, bowling alleys, billiard room, game rooms and social room where students may obtain recreational privileges to their liking. Students may come from their work at the close of the day to the University building and enter a gymnasium class, take a swim, use the bowling alleys, or engage in other recreational pastimes before class time and thus revive their energy for the evening's work.

In addition, in the program of the Young Men's Christian Association will be found ample opportunities for religious, club, and other social activities.

VISITORS

Visitors are always welcome at one class session in any department. Those ladies and gentlemen who wish to visit any of the classes should call at the School office and obtain a visitor's card signed by the Dean.

INTERVIEWS AND EDUCATIONAL GUIDANCE

Prospective students or those desiring advice or guidance with regard to any part of the school work or curricula, or who wish assistance in the solution of their educational problems, should note the fact that interviews are available without obligation, and that the officers of the school will do their utmost to see that a program is designed which is the most satisfactory for the individual student. In certain cases, other institutions may be recommended which suit the student's needs better. Furthermore it is important that those with educational problems to solve should realize the necessity for care in approaching educational work so that the program selected will be on the best educational basis.

LOCATION OF THE SCHOOL

The school is particularly fortunate in being housed in the building of the Boston Young Men's Christian Association, at 312 Huntington Avenue. In addition, it utilizes certain areas in the New Huntington Building next to Symphony Hall, and in the Laboratory Building of Northeastern University, which is situated in the rear of the main Young Men's Christian Association building.

The school is easily reached from the North and South Stations, from the various points of the Boston Elevated System, and by automobile. Ample parking facilities are available in the rear of the Main Building.

SCHOLARSHIPS

The Executive Council has made available a few scholarships to assist needy students of good mental capacity who because of financial limitations might be deprived of educational opportunities. These scholarships when awarded usually meet one-half of a student's tuition charges for the year.

THE LINCOLN SCHOOLS

EVENING SESSIONS

LINCOLN SCHOOL OF LIBERAL ARTS

A curriculum leading to the Degree of Associate in Arts (A.A.). Students may register for the degree program or for individual subjects of a cultural nature. Open to men and women. Advanced standing credit towards the Degree of Bachelor of Arts or Bachelor of Science offered by the College of Liberal Arts, Northeastern University, may be awarded to those men students who complete the requirements for the Degree of Associate in Arts.

LINCOLN TECHNICAL INSTITUTE

Courses leading to a diploma in the following fields of Engineering: Aeronautical, Architectural, Chemical, Civil, Electrical, Highway, Municipal, Mechanical, Sanitary, Structural. Students may register for individual subjects.

LINCOLN PREPARATORY SCHOOL

Fully accredited by the New England College Entrance Certificate Board. High school courses in the Classical, Technical, and Commercial fields. Prepares for admission to all colleges. Students may enter in September, January, or June. Open to men and women.

For further information regarding any of the above schools,
address

JAMES WALLACE LEES, *Dean*

THE LINCOLN SCHOOLS

312 Huntington Avenue, Boston, Mass.

Tel. Ken. 5800

LINCOLN TECHNICAL INSTITUTE

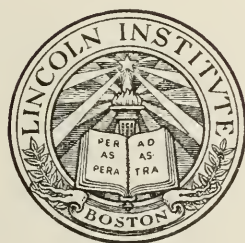


Evening Courses in Engineering

Lincoln Technical Institute

Evening Courses in Engineering

1935-1936



PRACTICAL COURSES AT CONVENIENT EVENING HOURS
EFFICIENT METHODS OF INSTRUCTION
EXPERIENCED AND HIGHLY TRAINED FACULTY

CALENDAR

1935

Registration Period.	SEPTEMBER 16-30
Advanced standing and condition examinations.	SEPTEMBER 25
Opening of school.	SEPTEMBER 30
Legal holiday. No classes.	NOVEMBER 11
Second payment of tuition fees due.	NOVEMBER 25
Legal holiday. No classes.	NOVEMBER 28
Beginning of Christmas recess.	DECEMBER 24

1936

First class sessions after Christmas recess.	JANUARY 6
Third payment of tuition fees due.	JANUARY 27
Final payment of tuition fees due.	MARCH 16
Legal holiday. No classes.	APRIL 20
Commencement.	JUNE 10

OFFICE HOURS

AUGUST 16 — JUNE 18

Week days, except Saturday	9 a.m. till 9 p.m.
Saturday	9 a.m. till 12 m.

JUNE 19 — AUGUST 15

Week days, except Saturday	9 a.m. till 4 p.m.
Saturday	9 a.m. till 12 m.

During the period from June 19 till August 15, on Tuesday and Friday evenings, the office is open in addition from 6 to 9 p.m. On other evenings during this period the General Offices of the University on this same floor deal with all school business.

INTERVIEWS

Prospective students, or those desiring advice or guidance with regard to any part of the school work or curricula, are offered personal interviews with the Dean or his assistants. No enquirer should hesitate to ask for an appointment as, in the long run, time is saved during the school year by having the whole educational problem discussed before the opening of the school.

BOARD OF TRUSTEES

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GALEN DAVID LIGHT, *Secretary and Treasurer*

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Registrar

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Bursar

MYRA EDNA WHITE
Librarian

FACULTY

WILLIAM THURLOW ALEXANDER Appointed 1927
B.M.E. Northeastern University, 1926; B.S. Northeastern University, 1931;
M.A. Boston University, 1935; Member of American Society of Mechanical
Engineers; Member of Society for Promotion of Engineering Education; Instructor
in the Department of Mechanical Engineering, Northeastern University, 1926-1935.
Mechanism, Machine Design

HENRY BRASK Appointed 1928
B.C.E. Northeastern University, 1923; Member of the Boston Society of Civil
Engineers; Aspinwall & Lincoln, 1920-1922; Maintenance Department, Boston
and Albany Railroad, 1922-23; Engineer with Burtis Brown, Civil Engineers,
1923-35.
Structural Drawing and Design

LAURENCE FULLER CLEVELAND Appointed 1931
B.S. Worcester Polytechnic Institute, 1929; M.S. Massachusetts Institute of
Technology, 1935; Instructor in Department of Drawing, Northeastern University,
1929-1935.
Engineering Drawing, Machine Drawing

JOSEPH ARTHUR COOLIDGE Appointed 1918
B.S. Harvard, 1910; M.A. Harvard, 1934; Professor of Physics, Northeastern
University, 1911-1935.
Practical Physics

ALEXANDER BARRETT DAYTZ Appointed 1931
B. S. Massachusetts Institute of Technology, 1928; Bridge Designer, Boston
and Maine Railroad Company, 1929-30; Assistant Structural Engineer, Boston
Transit Department, 1930-32; Assistant at Massachusetts Institute of Technology,
1932.

Hydraulics, Concrete, Theory of Structures, Materials and Foundations

ROYAL MERRILL FRYE

Appointed 1930

A.B. Boston University, 1911; A.M. Boston University, 1912; Ph.D. Boston University, 1934; Instructor in Boston University, 1913-16; Instructor in Department of Physics, Massachusetts Institute of Technology, 1916-31; Instructor in Physics, Worcester Polytechnic Institute, 1926-27; Lecturer in Physics, Boston University Graduate School.

Practical Physics, A. C. Machines

HERBERT WILLARD HATCH

Appointed 1930

B.S. Massachusetts Institute of Technology; Teacher at Franklin Union, 1923-26; Designer with Board of Education, Rochester, 1921-22; with Stone and Webster, 1922-25; with Cram and Ferguson, 1925-29.

Architectural Drawing and Design

ROBERT EDGAR HODGDON

Appointed 1927

B.S. University of New Hampshire; M.S. Massachusetts Institute of Technology; Teacher in Mechanical Arts Department, Dover High School, New Hampshire, 1919-20; Teacher of Physics and Mathematics, Concord High School, New Hampshire, 1920-21; Training Assistant, United States Veterans Bureau, 1921-22; Instructor in Physics Department of Massachusetts Institute of Technology, 1922-33.

Engineering Drawing, Practical Physics, Advanced Mathematics

FRANK HAROLD LABREE

Appointed 1929

B.E.E. Northeastern University, 1921; B.S. 1932; Sales Engineer, Westinghouse Manufacturing Company, 1922-26; National Electrical Instrument Company, 1927-29; Instructor in Electrical Laboratory, Wentworth Institute; Instructor in Northeastern University, Electrical Engineering, 1929-33; Instructor in Physics Laboratory, 1932-34.

Electricity, Electrical Laboratory

JOHN ROBERT LEIGHTON

Appointed 1915

B.C.E. Northeastern University, 1914; Instructor, Northeastern University, 1914-17; Instructor, Northeastern Polytechnic School, 1915-27.

Applied Mechanics, Strength of Materials

JAMES E. MACAULAY

Appointed 1934

B.C.E. Northeastern University, 1925; Town of Brookline, Engineering Department, Draftsman and Surveyor, Aberthaw Company, Boston, Marine Department, Assistant Manager.

Surveying

ROBERT E. MADSEN

Appointed 1933

B.M.E. Northeastern University, 1931; B.S. Northeastern University, 1933; Instructor, Northeastern University, 1931-34; Instructor, Pond Street High School, Ayer, 1934-35.

Engineering Mathematics

HERBERT C. MAYER

Appointed 1932

B.A. Oberlin College, 1915; M.A. Boston University, 1922; United States Army Air Service, 1917-19; Professor of Secondary Education, Boston University, 1920-29; Education director Curtiss-Wright Flying Service, 1929-30; President Aeronautical Service, Incorporated, 1930-35.

Aeronautics

ARTHUR B. MONTGOMERY

Appointed 1934

B.B.A. Boston University, 1923; M.B.A. Boston University, 1930; Cost Accountant, 1916-18; Division of University Extension, Massachusetts Board of Education, 1919-1923; Assistant Professor of Banking and Finance, Northeastern University, 1923-1935.

Economics for Engineers

WILFRED R. RHODES

Appointed 1929

B.C.E. 1927 Northeastern University; Engineering Department N. Y., N. H. & H. Railroad, 1926-29; New England Telephone and Telegraph Company, 1929-32.

Highways, Railroad Engineering

JOHN DAVID SHORE

Appointed 1926

S.B. Massachusetts Institute of Technology, 1912; Architectural Draftsman, Boston, 1916-21; Instructor, Franklin Union, Boston, 1921-24; Head of Department of Mechanical Drawing, Portland High School, Maine, 1924-25; Instructor in Mathematics, English High School, 1925-34.

Engineering Mathematics

FREDERICK ARLINGTON STEARNS

Appointed 1921

B.S. Massachusetts Institute of Technology, 1917; Member of American Society of Mechanical Engineers; Member of Society for Promotion of Engineering Education; United States Army, 1917-19; Instructor, Massachusetts Institute of Technology, 1920; Professor in Department of Mechanical Engineering, Northeastern University, 1920-35.

Heat Engineering

LESLIE M. VANT

Appointed 1932

B.E.E. Northeastern University, 1932; Assistant, Electrical Laboratory, Lincoln Technical Institute, 1932-35; Ratheon Production Corporation, 1934-35.

Electrical Laboratory

SAVERIO ZUFFANTI

Appointed 1934

B.Ch.E., Northeastern University, 1930; M.A., Boston University, 1932; B.S., Northeastern University, 1934; Instructor in the Department of Chemistry, Northeastern University, 1930-1935.

Analytical Chemistry

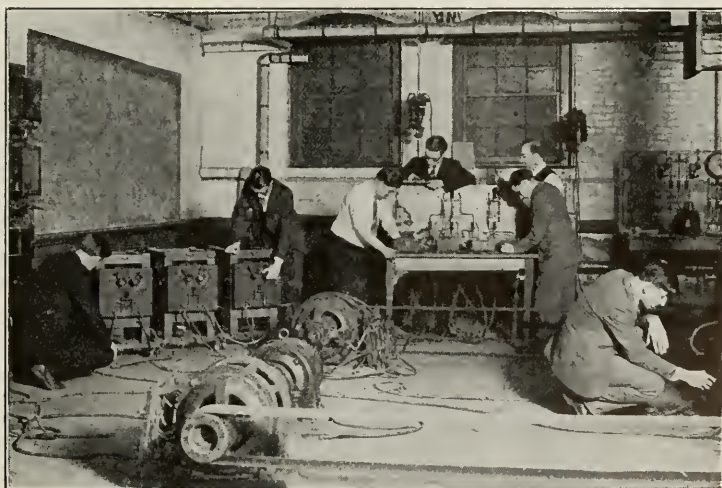
HELEN E. HILDRETH, *Secretary*

MARGUERITE F. JACKSON, *Recorder*

DOROTHY S. CLEVELAND, *Bookkeeper*



CLASSROOM INSTRUCTION IN CIVIL ENGINEERING



REGULATION OF ALTERNATOR

HISTORICAL STATEMENT OF LINCOLN TECHNICAL INSTITUTE

THE LINCOLN INSTITUTE was established in 1927 by the Board of Governors of Northeastern University, whose action was the outcome of a desire to offer in the evening engineering training on a semi-professional level to employed men who were already working in the field of engineering or who desired to enter that field. Prior to this date there had been in existence since 1904, conducted by the University, the Evening Polytechnic School, which offered three-year courses in engineering. These courses formed the nucleus of the Lincoln Institute program. The courses were remodeled, lengthened and consequently improved, so that the training offered should ensure for students of reasonable ability both increased earnings and a greater satisfaction in the pursuit of their respective occupations.

In addition, provision was made so that students need not pursue a complete curriculum but could elect individual courses related to their present occupations, the only prerequisite of entry being ability to pursue the course with profit to themselves. Recognizing that they are providing for only a part of the large number of men and women who might wish training of various kinds, provision has also been made for additional work to be offered as the occasion arises and as the need for such additional work becomes manifest. At the present time there are two hundred students receiving instruction in the Lincoln Institute in the various branches of engineering, among whom are a few women who have discovered the need for technical training to achieve success in their present positions.

At the present time work is offered in the following departments:

AERONAUTICAL	HIGHWAY
ARCHITECTURAL	MECHANICAL
CHEMICAL	MUNICIPAL AND PUBLIC WORKS
CIVIL	SANITARY
ELECTRICAL	STRUCTURAL

THE ENGINEERING PROFESSION

Industry Demands Trained Men

WITHIN the past two decades our apprenticeship system has been entirely broken down, so that the skilled trades are now no longer recruited as they formerly were. Furthermore, American inventive genius has designed for us a multiplicity of machines which have reduced the need for large numbers of manual workers, have abolished the need for manual dexterity of a high order, and, of course, have eliminated the need for physical strength. The immediate result of this has been the establishment of a complex commercial and industrial system in which it has become increasingly difficult for a young man to adjust himself. As a further result of the complexity of modern business, unskilled workers are being routed into blind alley occupations; but, on the other hand, there has arisen a noticeable demand for semi-skilled workers and for skilled technicians. It is extremely unlikely that there will be any retrogression as far as modern business is concerned; consequently, it behooves a young man who is devoting some thought to his future to give adequate attention to the trend in industry and to the steps he may take to safeguard his occupational security.

Obviously such changes as I have indicated show that modern industry demands men who can conceive, create, organize, operate and direct organizations. In modern industry there is no place for "hit or miss" methods, and little room for "trial and error". Technical training is essential—and, as far as modern youth is concerned, is industrial insurance.

As an indication of the general raising of the educational level of the men and women of this country, only one fact need be pointed out. In 1920 only three students out of 1000 attended college; in 1932 twenty-three out of every thousand were attending colleges. This increase in the level of scholastic attainment makes it imperative that all should give serious thought to their educational and technical qualifications.

Value of Engineering Training

Engineering is the record of human progress. For this reason one must expect that further improvements in our social or economic order will be due to the efforts of engineers, and this in turn puts a premium upon technical training. That such a training is advantageous to the individual can be demonstrated to leave no doubt.

In the first place a student undertaking an engineering training obtains a specific knowledge of one field of human enterprise. As a further result of his studies he obtains a general knowledge of related fields, both of which increase his earning power and give him greater occupational security.

On the personal side, an engineering training develops keener powers of observation. It trains the powers of concentration and the ability to reason. It inculcates the faculty for painstaking care and accurate attention to details. Nor are the general cultural aspects of an engineering training to be ignored. If a cultured and educated man is one who is able to deal with the civilization in which he lives, then, measured by these standards, the engineer adequately meets this definition.

THE LINCOLN TECHNICAL INSTITUTE

Engineering Training in the Lincoln Institute

THE aims and purposes of the Lincoln Institute are to offer practical courses conducted by experienced instructors at convenient evening hours, so that industry may be supplied with an increasing number of men who have been thoroughly trained in the fundamental principles of the various branches of engineering. Classes usually meet for three evenings a week for a full program, although students may elect to attend individual courses should they so desire. The fees are moderate, and, being payable in installments, are within the reach of most ambitious men. The large number of men of widely varying ages and occupations that attend the school with regularity shows that the school fills a real need in the community.

The highly qualitative plane on which the work is conducted enables students to obtain from the Northeastern School of Business, advanced standing credit towards the B.B.A. degree (Bachelor of Business Administration). Full particulars of the curricula are available on pages 23 to 35.

Results of Engineering Training

What results are to be expected from an engineering training such as that indicated above?

1. *Increased Earning Power.* — This is borne out by the success of our own graduates who record salary increases not only following graduation but during the period of training, which is an indication that the training itself in many cases can be immediately capitalized to increase income. This contention is further borne out by a recent study undertaken by the American Society of Mechanical Engineers who have discovered the rather interesting fact that by the time they are forty years old, 60% of engineers are doing administrative and executive work, and that at the age of fifty-five, 75% of the holders of engineering diplomas are doing the work of executives.
2. *Greater Occupational Security.* — This results because a trained man is of greater value to his employer than the untrained man. He has undergone a training which makes him adaptable and in the event that his own particular field is unproductive, he can readily transfer his energies to some related field.
3. *Greater Guarantee of Progress and Promotion.* — This is due to the fact that he has developed personal characteristics which enable him to meet men, to organize groups, to direct operations, and in addition, he is capable of precise, logical, and accurate thinking when it is required. Outside of his occupation, he has an increased personal satisfaction in living a richer life and in understanding more fully the society of which he is a part.

Faculty

In an evening school it is particularly essential that none but men of wide experience and high ideals be appointed to the faculty. Accordingly the faculty of the Lincoln Institute has been very carefully chosen, all its members being graduates of the leading colleges and universities. They are men of culture and high ideals who are in sympathy with evening school students and understand their aims. They have had excellent training and wide experience in the subjects which they teach. Most of them have served with the institution for many years, and have a personal interest in its aims and its success. The average length of the teaching experience of faculty members is more than ten years. All of them are at present employed as instructors in colleges and universities in the vicinity of Boston, or are men prominent in executive positions in the industrial and commercial world.

Student Body

The students of the Lincoln Institute are men of earnest purpose and firm endeavor who bring to bear on their work a thoroughness which augurs well for future success. Their ages last year ranged from 16 to 56, indicating that at almost all ages educational opportunities may be used for material advantage and to increase personal satisfaction in daily labor. Almost all the students are engaged in work during the day and many different occupations have their representatives in the student body, a fact which demonstrates that the school can be of service to men in many varied walks of life. A list of the various occupations of some of the students attending last year is given below and will prove interesting.

Occupational Survey

The following are some of the occupations represented in the student body during the school year 1934-35.

Clerks	Bricklayers	Estimator
Machinists and Mechanics	Chauffers	Farmer
Shoe Workers	Engineering Aides	Inspector
Draftsmen	Florists	Iron Worker
Carpenters	Janitors	Laundry Worker
Electricians and Assistants	Managers and Assistants	Meat Cutter
Engineers	Milkmen	Porter
Laborers	Operators	Pressman
Salesmen	Surveyors	Printer
Factory Workers	Truckmen	Radio Technician
Millhands	Stockmen	Rodman
Foremen and Assistants	Assistant Chemist	Rubber Worker
Plumbers	Blueprinter	Stevedore
Shippers and Packers	Collector	Timekeeper
Barbers	Contractor	Tool Maker
Bookkeepers	Die Maker	Usher

High Schools Represented

During the school year 1934-1935 the following high schools were represented in the student body:

Abington High School	Mansfield High School
Arlington High School	Marlboro High School
Beverly High School	Mechanic Arts High School
Booker T. Washington High School	Medford High School
Boston College High School	Melrose High School
Boston Public Latin School	Methuen High School
Boston Trade School	Nashua High School
Braintree High School	Needham High School
Brighton High School	Newton High School
Brookline High School	Pawtucket High School, R. I.
Cambridge High and Latin School	Peabody High School
Canton High School	Proctor Academy
Central Evening High School	Providence Tech.
Charlestown High School	Quincy High School
Chelsea High School	Quincy Industrial School
Commerce (High School of)	Reading High School
Danvers High School	Revere High School
Dedham High School	Rindge Technical School
Dorchester High School	Roxbury Memorial High School
Drury High School, N. Adams	St. John's, Washington, D. C.
East Boston High School	St. Johnsbury Academy
Ed. F. Searles High School	St. Mary's High School
English High School	Salem High School
Everett High School	Saugus High School
Framingham High School	Sherborn High School
General Elec. Apprentice School	Somerville High School
Gloucester High School	South Boston High School
Haverhill High School	Stoneham High School
Hingham High School	Stoughton High School
Huntington Preparatory School	Taunton High School
Hyde Park High School	Thornton Academy, Saco, Maine
Immaculate Conception School	Wareham High School
Jamaica Plain High School	Watertown High School
Kennett High School, Conway, N. H.	Wellesley High School
Lawrence High School	Weymouth High School
Lincoln Preparatory School	Whitman High School
Littleton High School	Winthrop High School
Lynn Classical High School	Woburn High School
Lynn English High School	Worcester North High School
Malden High School	

Geographical Distribution of Students

During the school year 1934-1935 the following towns were represented in the student body of the Lincoln Institute.

Arlington	Brighton	Dedham	Framingham
Atlantic	Brookline	Dorchester	Gloucester
Auburndale	Cambridge	East Boston	Haverhill
Belmont	Canton	East Braintree	Hingham
Beverly	Chelsea	Everett	Hudson
Boston	Danvers	Foxboro	Hyde Park

Jamaica Plain	Nahant	Roslindale	Watertown
Lawrence	Needham	Roxbury	Wellesley
Lexington	Newton	Salem	West Medford
Littleton	Newtonville	Saugus	West Newton
Lynn	North Abington	Sherborn	West Roxbury
Malden	North Adams	Somerville	Weymouth
Marshfield	Peabody	South Boston	Whitman
Mattapan	Quincy	Stoneham	Winthrop
Medford	Reading	Taunton	Woburn
Melrose	Revere	Waltham	Wollaston
Methuen			Worcester

Alumni

The alumni of the school bear excellent witness to the work of the school. A recent analysis of our graduates shows that nearly all of them have materially advanced themselves, and written evidence shows that in almost every case the advancement has been due to the specific training received in this school. The alumni have demonstrated their interest in many ways and have markedly shown their appreciation of the work of the school. Many prominent firms, some of whom are listed below, have our alumni in important positions, and certain cases may be cited where our graduates now operate substantial businesses of their own or are partners in excellent firms.

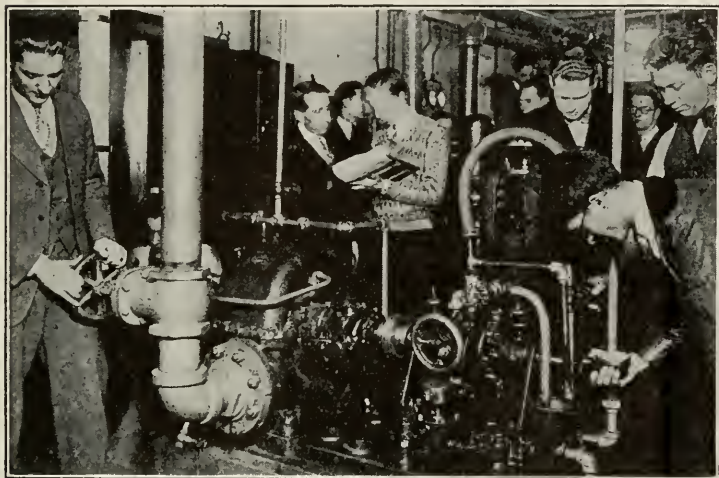
SOME FIRMS EMPLOYING LINCOLN GRADUATES

MacDonald Bros., Inc.	New England Tel. & Tel. Co.
Merrimac Chemical, Inc.	Eastern Mass. St. Ry. Co.
City of Melrose	Stone & Webster Engineering Corp.
Boston & Maine R. R.	United Drug Co.
Worcester Suburban Elec. Co.	Commonwealth of Massachusetts
General Electric Co.	N. Y., N. H. & H. R. R.
County of Middlesex	Kittredge Bridge Co.
Lever Bros. Co.	Hood Rubber Co.
Hunt-Spiller Manufacturing Corp.	Western Electric Co.
Edison Electric Illuminating Co. of Boston	Hygrade Lamp Co.
Tubular Rivet & Stud Co.	Cram & Ferguson
Fore River Shipbuilding Corp.	Eureka Vacuum Cleaner Company
Keystone Mfg. Co.	Franklin Process Company
Liberty Mutual Ins. Co.	Westinghouse Elec. and Mfg. Co.
Boston Elevated Railway Co.	Moore Pen Company
Dept. Pub. Works (Mass.) Div. of Highways	Factory Mutual Ins. Co.
	Boston Consolidated Gas Company

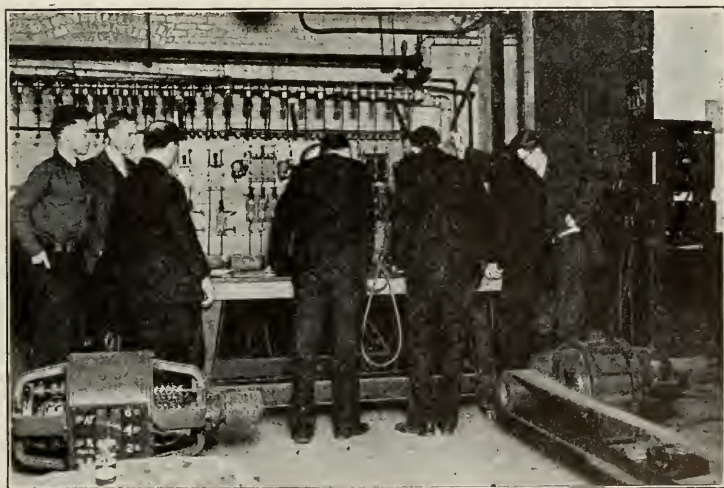
A recent survey of the graduates of the Lincoln Institute indicates some rather interesting facts. Even at the present time, with earnings in every field of endeavor at a low level, the graduates of the Lincoln Institute have been able to maintain a reasonably high level of salary.

The following items show that not only did the graduates progress satisfactorily during and after their training in normal times, but that even during the depression the average salary was maintained at a reasonable level and the shrinkage in income was noticeably less than that of the country as a whole.

1. At the present time 57.8% of graduates have salaries ranging between \$2000 and \$4000 a year.
2. At the present time 66% of graduates have salaries in excess of \$2000 a year.
3. Before the depression 78.6% had salaries ranging between \$2000 and \$4000 a year.
4. Before the depression 95.2% of graduates had salaries in excess of \$2000 a year.
5. Average salary on entrance was \$1356.
6. Average salary at present time is \$2170.
7. Average of highest salaries of same graduates was \$3030.



STEAM TURBINE TESTING WITH HYDRAULIC BRAKE



MEASURED REGULATION AND EFFICIENCY OF SYNCHRONOUS GENERATOR ON NON-INDUCTIVE LOAD

INFORMATION REGARDING ADMISSION

Requirements for Admission

THE LINCOLN INSTITUTE bases its admission requirements on the student's ability to pursue satisfactorily the courses applied for. Candidates who apply for admission should have completed a course in Algebra to Quadratics and Plane Geometry, or otherwise have acquired a good working knowledge of these subjects. In cases where prospective students have not completed courses in Algebra and Geometry a special course is available, particulars of which will be furnished on request.

Late Registration

Students should avoid late registration. It is of fundamental importance that they be present at the first class sessions if they are to be successful in their studies for the year. Those who find it necessary to register late may be permitted to enter the school provided that they have not lost so much work as to render it unlikely that they will succeed in their courses.

TUITION AND OTHER CHARGES

Matriculation Fee. A Matriculation Fee of \$5 is payable by each student on his initial entrance to the school. This fee is not returnable.

Tuition Fees. The tuition charge for a student who is carrying a full program in one of the regular curricula is \$90 a year, along with the customary laboratory charges. The fees are payable in four installments, as follows: \$25 on entering the school, \$25 on the Monday of the ninth school week, \$20 on the Monday of the sixteenth school week, and \$20 on the Monday of the twenty-third school week. In cases where students are not carrying a full program the tuition fees are payable as follows:

- (a) If the total charges are \$60 or more, two-fifths will be paid on the first payment date and one-fifth on each of the other dates.
- (b) If the total charges are between \$30 and \$60, two-fifths will be paid on the first two payment dates and one-fifth on the third payment date.
- (c) If the total charges are less than \$30, the full amount is payable on registration.

To accommodate students who would of necessity be denied formal education if required to make the tuition payments in full on the dates specified above, a deferred payment privilege is available, particulars of which are given on page 18.

No deduction from tuition fees is made because of late enrollment.

The school endeavors to mail bills to students ten days in advance of the payment date and also issues announcements in class to the effect that a payment date is falling due. In those cases where students have not received bills, they should intimate the fact to the school office. Students are reminded that the non-receipt of a bill does not exempt them from the responsibility of meeting their payments on the dates assigned and that failure to do so will involve the student in the payment of the late payment fee.

In the event that absence from school is unavoidable at payment periods, students are advised to mail check or money order.

Charges for Partial Attendance. In the event of a student's complete withdrawal from school, he is charged on a *pro rata* basis for the weeks he has attended. This charge is 8% of his total tuition charges in the case of a half course and 4% of his total charges in the case of a full course for each week of attendance up to the date of his withdrawal from school. In the event that a student abandons part of his program, he is charged on the above basis for each week of attendance in the course or courses from which he is withdrawing.

Late Payment Fee. In those cases where a student does not meet the payment due on the date specified in the calendar, a late payment fee of \$1.00 is charged.

Laboratory Fees. All students taking courses which require laboratory work are charged laboratory fees in accordance with the following rates:

Direct Currents Laboratory	\$5.00
Alternating Currents Laboratory	5.00
Inorganic Chemistry Laboratory	10.00
Analytical Chemistry Laboratory	15.00
Organic Chemistry Laboratory	15.00

Special Examination Fees. The fee for each special examination for advanced standing, for conditioned students, or for students who have for justifiable cause omitted to take the regularly scheduled examinations is \$3. In those cases where students have omitted to take a quiz with justifiable cause, an examination fee of \$1.50 will be charged for the make-up quiz. In each case the fee must be paid before the examination is taken.

Charges for Damages. Students who damage apparatus in the laboratories or who willfully destroy school property will be responsible for the replacement of such damaged articles or for the cost of replacement where this is undertaken by the school.

Diploma Fee. On completing the curricular requirements for a diploma the student is expected to pay the diploma fee of \$10. This fee must be paid by May 15th in the year of the student's graduation.

The tuition fees for individual and special courses will be found on page 22.

Deferred Payment Agreements. The deferred payment privilege is available to worthy students who are unable to meet their financial obligations on the regular payment dates. This plan enables a student to pay a deferred payment fee of \$1 at the time each payment is due. He may then arrange the basis of payment he wishes to adopt in consultation between him and an officer of the school. The instalment of the tuition fees and the deferred fee must be paid before the subsequent payment date, if the student is to continue in attendance.

In the event that tuition fees are not paid on the regular payment dates, a deferred fee of \$1.00 will be automatically charged for the payment period.

The Officers of Administration believe that students who avail themselves of the deferred payment privilege should abide religiously by the terms of their agreement. In cases of failure to make the payments agreed upon, the agreement is automatically cancelled and the balance of tuition fees for that period immediately becomes due. If the Officers of Administration decide to grant the student an opportunity of making a new deferred agreement after such violation, an additional charge of \$1.00 is made for the new agreement.

Withdrawals and Refunds. Students who are forced to withdraw from a course or from the school are expected to notify the school office by completing the withdrawal blank which will be furnished.

Since the school assumes the obligation of carrying the student throughout the year for which he registers, and since the instruction and accommodation are provided on a yearly basis, the Executive Council of the University has ruled as follows:

- A. Application for refunds must be presented within forty-five days after withdrawals from school.
- B. Refund in the case of complete withdrawal from school will be granted by the Committee on Withdrawals for reasons which they deem adequate. Among the reasons deemed adequate are the following:
 - (a) Personal illness.
 - (b) Change of employment by direction of employer whether in the schedule of time or in place of employment.
 - (c) The situation where the student becomes the sole or partial support of the family so as to make it impossible for him to continue his studies.
 - (d) Loss of position.
 - (e) Change of residence.
 - (f) A voluntary change of employment, the hours or the residence being such that he is unable to continue attendance.

In all the above cases it is expected that a medical certificate, letter from employer or other appropriate substantiating documentary evidence will be produced by the student.

GENERAL INFORMATION

THE LINCOLN TECHNICAL INSTITUTE has developed out of the Northeastern Evening Polytechnic School and offers courses in the following fields:

Aeronautical.....	Three years
Architectural.....	Four years
Chemical.....	Four years
Civil.....	Four years
Electrical.....	Four years
Highway.....	Four years
Mechanical.....	Four years
Municipal and Public Works.....	Four years
Sanitary.....	Four years
Structural.....	Four years

On the satisfactory completion of these courses the appropriate diploma of the Institute is awarded. All these courses are of strictly college grade. In those cases where students are unable, because of circumstances, to carry all of the work prescribed in any year, an extension of time will be granted by the Dean, who will determine which subjects shall be excluded, and also the order in which the omitted subjects shall later be studied. By satisfactorily completing an additional special curriculum in the Evening School of Business, Northeastern University, the student is eligible for the degree of Bachelor of Business Administration. (See page 35.)

The work carried on in the regular curricula in Engineering assumes that the entering student has had previous training in Elementary Algebra to Quadratics and Geometry, and a good foundation in English.

Schedules of the various curricula are given on the following pages. The work of the first year is practically the same for all curricula.

When a student elects a curriculum he is expected to complete all the subjects in that curriculum in order to receive a diploma, unless he has the permission of the Dean to drop or omit certain subjects and substitute others for those omitted.

With the exception of Chemistry, all classes meet from 7 P.M. to 9 P.M.

Methods of Instruction

Instruction is given by means of lectures, recitations, laboratory work, and practical work in the drawing rooms. Great value is set upon the educational effect of these exercises, which constitute the foundation of each of the courses. Oral and written examinations are held at the discretion of the instructors.

Subjects of Instruction

In the following pages will be found a detailed statement of the scope of the subjects offered in the various courses. The subjects are numbered, or numbered and lettered, for convenience of reference in consulting the various curriculum schedules.

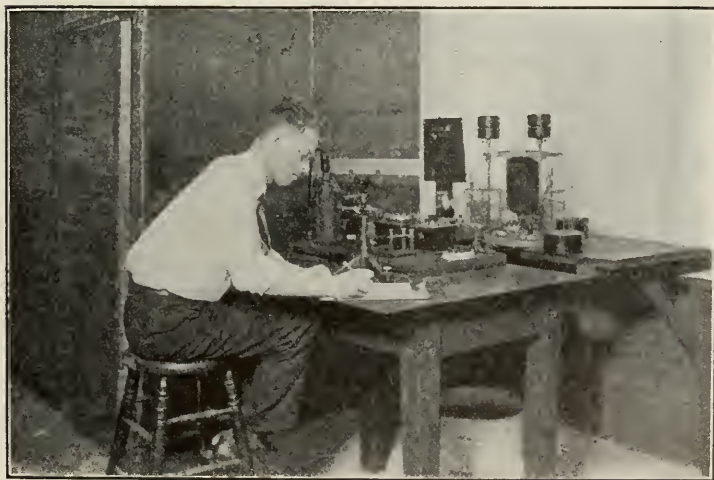
Required courses, and those prerequisite thereto, must have been successfully pursued before any advanced course may be taken. The student must have become proficient in all the elementary subjects before undertaking advanced work.

By careful consideration of the curriculum schedules, in connection with the description of subjects, the applicant for a special course may select, for the earlier part of that course, such subjects as will enable him to pursue later those more advanced subjects which he may particularly desire.

The topics included in the list which follows are subject to change at any time by action of the school authorities.



CLASSROOM DEMONSTRATION OF TRANSIT



INSULATION RESISTANCE TESTING

LIST OF INDIVIDUAL SUBJECTS

	<i>Subject</i>	<i>Hours per Year</i>	<i>Fee</i>
1.	Advanced Mathematics	60	\$30.00
2.	Aeronautics, General	60	30.00
3.	Aeronautics, Elementary	60	35.00
4.	Aeronautics, Advanced	60	40.00
5.	Air Line Management and Operation	60	30.00
6.	Airplane Design	30	15.00
7.	Airplane Maintenance (Practical)	30	15.00
8.	Air Transportation	30	15.00
9.	Alternating Currents, Machinery	60	30.00
10.	Alternating Currents, Laboratory, Advanced	60	30.00
11.	Applied Mechanics	60	30.00
12.	Architectural Design	60	30.00
13.	Architectural Design, Advanced	60	30.00
14.	Architectural Drawing	60	30.00
15.	Aviation Engines	30	15.00
16.	Chemistry, Elementary	90	40.00
17.	Chemistry, Inorganic	120	60.00
18.	Chemistry, Analytical	120	60.00
19.	Chemistry, Organic	120	60.00
20.	Chemistry, Sanitary	60	30.00
21.	Concrete	30	15.00
22.	Direct Currents, Laboratory	60	30.00
23.	Economics for Engineers	60	30.00
24.	Electricity	60	30.00
25.	Electrical Laboratory	60	30.00
26.	Engineering Drawing	60	30.00
27.	Engineering Mathematics	60	30.00
28.	Heat Engineering	60	30.00
29.	Highway Engineering	60	30.00
30.	Highway Design	60	30.00
31.	Highway Operation	30	15.00
32.	Highway Transportation	30	15.00
33.	Hydraulics	30	15.00
34.	Machine Drawing	60	30.00
35.	Materials and Foundations	30	15.00
36.	Mechanism and Machine Design	60	30.00
37.	Municipal Engineering	60	30.00
38.	Physics	60	30.00
39.	Railroad Engineering	60	30.00
40.	Refrigeration and Air Conditioning	60	30.00
41.	Sanitary Science	60	30.00
42.	Sewerage	30	15.00
43.	Sewerage Disposal	30	15.00
44.	Strength of Materials	60	30.00
45.	Structural Design	60	30.00
46.	Structural Design, Advanced	60	30.00
47.	Structural Drawing	60	30.00
48.	Structures	60	30.00
49.	Surveying	60	30.00
50.	Water Purification	30	15.00
51.	Water Supply and Distribution	30	15.00

AERONAUTICAL ENGINEERING

AERONAUTICAL Engineering is a development of Mechanical Engineering. It is an attraction to those who are young and adventurous. The Aeronautical Engineer, however, is not of necessity a pilot. He is primarily the designer, the producer, the administrator.

The enormous increase in the manufacture of aircraft and the remarkable development of air service will furnish countless opportunities to those who are trained in aeronautical engineering. Not only will opportunities be available in the field of design and production, but the secure establishment of commercial flying provides opportunities in the construction and management of airports and airways, involving a round of duties wide enough to gratify any ambition.

The course offered by the Lincoln Institute deals not only with the design of aircraft but embraces also Air Transportation and those phases of administration referred to above.

Courses of Instruction

- Engineering Mathematics.
- Engineering Drawing.
- Practical Physics.
- Advanced Mathematics.
- Applied Mechanics.
- General Aeronautics.
- Air Transportation.
- Airplane Design.
- Aviation Engines.
- Practical Airplane Maintenance.
- Air Line Management and Operation.

Instruction lasts over a period of four years during the school year of thirty weeks, classes meeting usually between 7 and 9, three evenings a week.

ARCHITECTURAL ENGINEERING

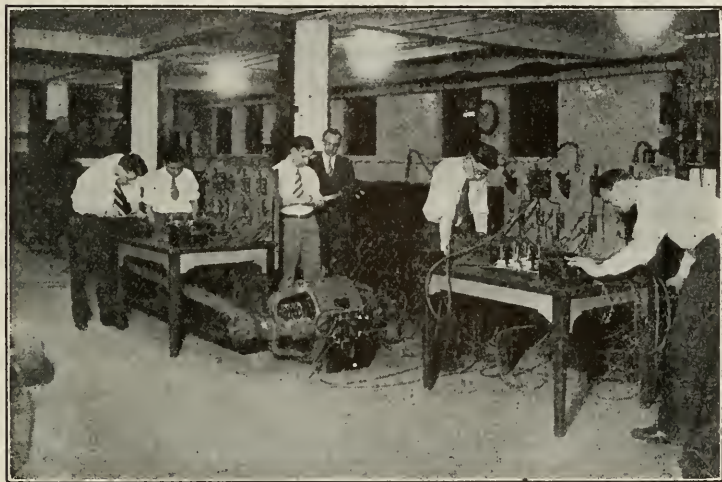
ARCHITECTURAL Engineering is a profession which requires not only an intimate knowledge of the properties of steel, concrete, masonry, timber, and all of the other materials which enter into the structure of the building, but an acquaintance with the various styles of architecture as developed in previous civilizations, as well as the tendencies of modern practice, in order that these materials may be used and harmonize with the design of the building.

The course in Architectural Engineering undertakes to furnish the fundamental training necessary to start the student in his career. It prepares for the individual practice of Architecture, or for the supervision of construction. This curriculum will be of value to those who at present occupy minor positions in the Architectural profession, and it is also possible for a student who plans to obtain employment in an Architect's office to receive in his early training sufficient preparation for such work. He may then advance by combining theory with practice.

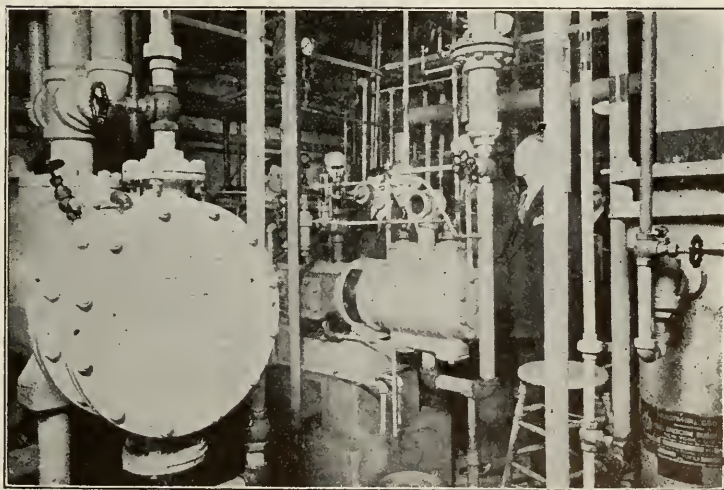
Courses of Instruction

- Engineering Mathematics.
- Engineering Drawing.
- Practical Physics.
- Advanced Mathematics.
- Architectural Drawing.
- Applied Mechanics.
- Strength of Materials.
- Architectural Design.
- Materials and Foundations.
- Concrete.
- Hydraulics.
- Structures.
- Economics for Engineers.
- Advanced Architectural Design.

Instruction lasts over a period of four years during the school year of thirty weeks, classes meeting usually between 7 and 9, three evenings a week.



ACCEPTANCE TEST ON 6-PHASE ROTARY CONVERTER



TEST ON STEAM DRIVEN AIR COMPRESSOR

CHEMISTRY

THE Sciences of Chemistry and Chemical Engineering have undergone a marked development during the past thirty years. One has only to pause for a moment and consider the tremendous changes that have taken place in our ordinary lives during that period to recognize not only the important part that has been played by the Chemist and the Engineer, but also to appreciate the important part that they are likely to play in the future.

The Chemist is in demand in every industry. His aid is sought in the operation of plants for the production of such products as gas, coke, oil, paint, fertilizers, drugs, etc. His help is requested in the development of more economical processes, in the potential use of by-products, and in the actual discovery of new products in private laboratories or in the research laboratories of industry.

As a result of the training offered by this curriculum a student has the opportunity of entering the field of Chemistry at a point appropriate to his period of study. The training is sufficiently general so that a variety of industries is open to him, yet deals quite specifically with particular industries in which a person may be definitely interested.

Courses of Instruction

Engineering Mathematics.
Physics.
Elementary Chemistry.
Advanced Mathematics.
Inorganic Chemistry.
Inorganic Chemistry Laboratory.
Electricity.
Analytical Chemistry.
Analytical Chemistry Laboratory.
Economics for Engineers.
Organic Chemistry.
Organic Chemistry Laboratory.

Instruction lasts over a period of four years during the school year of thirty weeks, classes meeting usually between 7 and 9, three evenings a week.

CIVIL ENGINEERING

THE purpose of this curriculum is to give the student an education in those subjects which form the basis of all branches of technical education, and a special training in those subjects comprised under the term "Civil Engineering." It is designed to give the student sound training, *both theoretical and practical*, in the sciences upon which professional practice is based.

Civil Engineering covers such a broad field that no one can become expert in its whole extent. It includes Topographical Engineering, Municipal Engineering, and Railroad Engineering. It covers land surveying, and construction of sewers, water works, roads and streets. All these branches of Engineering rest, however, upon a relatively compact body of principles. The students are trained in these principles by practice in the class-room and drawing-room, and, in addition are familiarized with the equipment used in Civil Engineering.

The curriculum is designed to prepare the student to take up the work of assisting in the location and construction of steam and electric railways, sewerage and water-supply systems.

Courses of Instruction

- Engineering Mathematics.
- Engineering Drawing.
- Practical Physics.
- Advanced Mathematics.
- Surveying.
- Applied Mechanics.
- Strength of Materials.
- Railroad Engineering.
- Hydraulics.
- Materials and Foundations.
- Concrete.
- Economics for Engineers.
- Structures.
- Highway Engineering.

Instruction lasts over a period of four years during the school year of thirty weeks, classes meeting usually between 7 and 9, three evenings a week.

ELECTRICAL ENGINEERING

THE applications of electricity have developed rapidly in recent years, and students are required to have a good working knowledge of Mathematics and Physics. It is essential that students planning to take this course should realize the fundamental necessity of obtaining a solid foundation in these subjects.

The instruction has been carefully balanced between recitations, lectures, home work, reports, and laboratory tests in order to develop in the student the power of perception, of rational thinking and of applying theoretical principles to practical problems.

It is not the purpose of the curriculum to attempt the impossible — to turn out fully trained engineers in any of the various branches of the science. It is designed to lay a thorough foundation for future progress along the lines of work which may particularly appeal to the individual, and give him an adequate working acquaintance with the essential principles which underlie each of the more specialized branches of professional activity. *Parallel with the theoretical work runs a carefully planned course of laboratory work which is intended to develop the student's powers of planning work for himself.*

Courses of Instruction

- Engineering Mathematics.
- Engineering Drawing.
- Practical Physics.
- Advanced Mathematics.
- Electricity.
- Direct Currents Laboratory.
- Applied Mechanics.
- Alternating Currents Machines.
- Alternating Currents Laboratory.
- Strength of Materials.
- Economics for Engineers.
- Heat Engineering.
- Advanced Electrical Laboratory.

Instruction lasts over a period of four years during the school year of thirty weeks, classes meeting usually between 7 and 9, three evenings a week.

HIGHWAY ENGINEERING

HIGHWAY Engineering is a branch of Civil Engineering and one which has developed rapidly during the past two decades. Because of the large sums of money appropriated for extensive highway programs, there are now and will be for some time numerous opportunities in this interesting branch of engineering.

The curriculum offered by the school deals not only with the practical aspects of highway construction, but also furnishes training in the administrative and economic phases of this field. It is designed to aid those who are now engaged in minor positions in Highway and Railroad Engineering to improve themselves for advancement to larger opportunities, and to furnish a thorough training for those who wish to enter this large field.

Courses of Instruction

- Engineering Mathematics.
- Engineering Drawing.
- Practical Physics.
- Advanced Mathematics.
- Surveying.
- Applied Mechanics.
- Strength of Materials.
- Highway Engineering.
- Materials and Foundations.
- Hydraulics.
- Concrete.
- Structures.
- Highway Design.
- Highway Operation.
- Highway Transportation.

Instruction lasts over a period of four years during the school year of thirty weeks, classes meeting usually between 7 and 9, three evenings a week.

MECHANICAL ENGINEERING

THIS curriculum is designed to give a foundation in those fundamental subjects which form the basis for all professional engineering practice, and especially to equip the engineer with a knowledge of the various phases of Mechanical Engineering. The course embraces instruction by textbook, lecture, drawing-room and laboratory.

All the mathematics required in the designing of machinery is given during the first two years so as to prepare for the designing and engineering courses given during the third and fourth years. The sequence of subjects from those of an elementary nature to Heat Engineering, Machine Design, etc., is arranged so that the student may have a complete understanding of the advanced courses.

The curriculum gives the student a good theoretical training and in addition devotes sufficient time to practical applications of theory so that he obtains a training which equips him for advancement in the field of Mechanical Engineering.

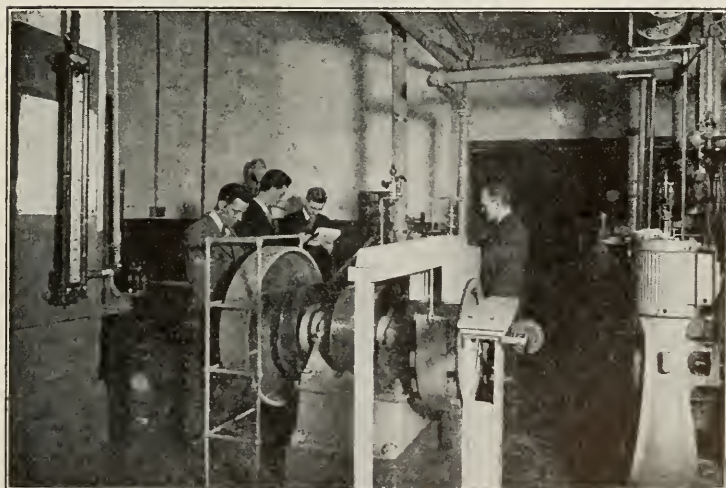
Courses of Instruction

- Engineering Mathematics.
- Engineering Drawing.
- Practical Physics.
- Advanced Mathematics.
- Machine Drawing.
- Applied Mechanics.
- Strength of Materials.
- Mechanism and Machine Design.
- Materials and Foundations.
- Hydraulics.
- Concrete.
- Economics for Engineers.
- Heat Engineering.
- Refrigeration and Air Conditioning.

Instruction lasts over a period of four years during the school year of thirty weeks, classes meeting usually between 7 and 9, three evenings a week.



CORNER OF ELECTRICAL LABORATORY



STEAM ENGINEERING TEST

MUNICIPAL AND PUBLIC WORKS ENGINEERING

THE growth of our towns and cities has created a new series of problems for these municipalities, problems related to surveying, road planning and maintenance, water supply, sewage disposal, etc. In addition the many public works projects instituted by the Federal Government, acting independently or in conjunction with municipalities, have created a demand for men with special training along the various lines of these projects. This curriculum has been devised so that men already engaged in municipal or public works engineering will be able to do their work more intelligently and consequently more contentedly, and it also provides a possible means of promotion to more responsible positions.

In addition, the curriculum provides an opportunity for men with no experience in this type of engineering to obtain the training necessary to perform their work satisfactorily and increase their chances of advancement after entering the field.

Courses of Instruction

- Engineering Mathematics.
- Engineering Drawing.
- Practical Physics.
- Advanced Mathematics.
- Surveying.
- Applied Mechanics.
- Strength of Materials.
- Materials and Foundations.
- Concrete.
- Hydraulics.
- Sewerage
- Sewage Disposal.
- Highway Engineering.
- Municipal Engineering.
- Water Supply and Distribution.
- Water Purification.

Instruction lasts over a period of four years during the school year of thirty weeks, classes meeting usually between 7 and 9, three evenings a week.

SANITARY ENGINEERING

SANITARY Engineering is becoming an important branch of Engineering. The growth of our towns and cities and the development of industry have made of great importance problems of disposal of industrial wastes, and municipal refuse and garbage; problems of water supply; methods of purification and layout of sewerage systems for both storm and domestic waste.

The advanced courses may be taken by those who have already had some training in Civil or Highway Engineering. The curriculum is designed to aid those already engaged in this work by furnishing them with information regarding the best methods now in operation and the best procedures followed. It is also designed to furnish an opportunity for those who are interested in any phase of Municipal Engineering to obtain a sound training in the theory and practical aspects of this work.

Courses of Instruction

- Engineering Mathematics.
- Engineering Drawing.
- Practical Physics.
- Advanced Mathematics.
- Surveying.
- Applied Mechanics.
- Strength of Materials.
- Materials and Foundations.
- Concrete.
- Hydraulics.
- Sewerage.
- Sewage Disposal.
- Sanitary Science.
- Water Supply and Distribution.
- Water Purification.
- Sanitary Chemistry.

Instruction lasts over a period of four years during the school year of thirty weeks, classes meeting usually between 7 and 9, three evenings a week.

STRUCTURAL ENGINEERING

THE purpose of this curriculum is to give the student a special training in those subjects included in the term "Structural Engineering." It is designed to give the student sound and thorough training, both theoretical and practical, in the science on which professional practice is based.

Structural Engineering covers such a broad field that no one can become expert in its whole extent. It includes the design and construction of girders, columns, roofs, trusses, arches, bridges, buildings, walks, dams, foundations, and all fixed structures and movable bridges. It includes a knowledge of the relative merits of the design and construction of buildings, bridges and structures composed of different materials used by the engineer, such as concrete, reinforced concrete, timber, cast iron, and steel.

The curriculum is so arranged as to prepare the student to take up the work of assisting in the design and construction of structures; to undertake intelligently supervision of erection work in the field; and general contracting.

Courses of Instruction

- Engineering Mathematics.
- Engineering Drawing.
- Practical Physics.
- Advanced Mathematics.
- Structural Drawing.
- Applied Mechanics.
- Strength of Materials.
- Structural Design.
- Materials and Foundations.
- Hydraulics.
- Concrete.
- Economics for Engineers.
- Structures.
- Advanced Structural Design.

Instruction lasts over a period of four years during the school year of thirty weeks, classes meeting usually between 7 and 9, three evenings a week.

DEGREE PROGRAM FOR LINCOLN INSTITUTE GRADUATES

GRADUATES of the Lincoln Institute who desire to supplement their technical training with training in the field of business may qualify for the Bachelor of Business Administration degree in North-eastern University, School of Business, by continuing their study in that School.

A total of 100 semester hours are required for the B.B.A. degree, of which 72 hours are required to be completed in class room work, 4 hours for a thesis, and 24 hours for business, technical, or professional experience.

Graduates of the Lincoln Institute are given 48 semester hours' credit for courses completed in the Institute. The remaining 24 semester hours of class work, plus the thesis and the credit for business, technical, or professional experience must be completed in the School of Business. This work may be completed in two years' time by attending classes three evenings a week throughout each year.

The following are the courses required of all Lincoln Institute graduates who wish to secure the B.B.A. degree:

Fundamentals of Business Management	4 hours
Financial Organization	4
Accounting Aids to Management	4
Management Problems and Policies	4
Business Planning and Research	4
Business Reports and Conferences	2
Thesis Seminar	2
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Total	24 hours
Thesis	4
Business, technical, or professional experience	24
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	52 hours
Credit for Lincoln Institute courses	48
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Grand Total	100 hours

Graduates of the Lincoln Institute must meet the admission requirements of the School of Business, and are subject to all regulations of the School. Those who are deficient in English as revealed by the standard test used in the School will be required to complete, in addition to the above requirements, prescribed courses in English designed to correct the deficiency.

Students who wish to obtain the degree of B.B.A. but who do not wish to graduate from the complete Lincoln Institute program may arrange a special six-year course which would enable them to omit certain engineering subjects from their programs, replacing these by subjects of a business nature. Students who have this plan in mind should interview the Dean of the School of Business by appointment.

DESCRIPTION OF COURSES

The Lincoln Technical Institute reserves the right to advance requirements regarding admission, to change the arrangement of courses, the content of curricula, the requirements for graduation, tuition fees, and other regulations affecting the student body. Such regulations will affect old and new students.

1. Advanced Mathematics.

(a) Analytical Geometry. (*Prerequisite, Engineering Mathematics*)

In this course instruction is given by lectures and recitations in the following subjects: plotting of functions, interpolation, the straight line, the conic sections, curves represented by various equations of common occurrence in engineering, graphic solution of equations, determination of laws from the data of experiments, simplification of formulas. The plotting and analysis of charts in order to determine empirical formulas is an important part of the course.

Text: Wilson-Tracy's Analytical Geometry.

(b) Calculus. (*Prerequisite, Engineering Mathematics*)

This course is taken by all regular engineering students throughout the second semester of the second year. Instruction is given by lectures and recitations in the following subjects: rate of change, differentiation, maximum and minimum, integration, definite integrals, with application to the determination of area, volume, center of gravity, and moment of inertia. Problems are assigned to illustrate the use of all formulas studied in class.

Text: Passano's Calculus and Graphs.

2. General Aeronautics. This is a foundation course dealing with the principles of aeronautics, including theory of flight, airplane construction, performance, internal combustion engines, airplane engine construction, propellers, instruments, and a brief introduction to meteorology, navigation, and lighter-than air craft. Class work and shop practice are combined to give a practical knowledge of aviation.

3. Aeronautics, Elementary. An introductory course including aviation history, theory of flight, airplane design and construction, airplane engine theory, design and construction. inspection and maintenance, lighter-than-air craft, state and federal regulations.

4. Aeronautics, Advanced. For students who have completed the previous course or its equivalent. Detailed study of meteorology and navigation. Advanced instruction on aircraft maintenance, repair and overhaul. Students will be required to spend part of the course in practical shop work.

5. Air Line Management and Operation. This course provides a detailed study of modern airline problems including: organization, equipment, operation, airport facilities. personnel, public relations, administration, finance, and government regulation. Class work will be supplemented by actual observation of airline practice.

6. Airplane Design. An advanced course in aerodynamics as applied to airplane design. The student will begin with specifications for an airplane and plan a complete layout including performance calculations and stress analysis. Applied Mechanics and General Aeronautics are prerequisite to this course.

7. Airplane Maintenance (Practical). A practice course dealing with routine inspection, servicing, and repair. Work will be done in the shop under supervision of expert licensed mechanics. There will be a limited amount of class work in connection with the course. Open only to those who have completed the course in General Aeronautics.

8. Air Transportation. A non-technical study of aviation and its relation to the needs of modern life. Development and organization of the aviation industry, research, experiment, government regulation, present uses of flying for civilian and military purposes, and future possibilities. This course aims to give the student the total picture of aviation and its probable developments.

9. Alternating Currents, Machinery. (*Prerequisite, Electricity*)

A course of lectures, recitations, and problems dealing with the construction, theory, operating characteristics, and testing of the various types of alternating current machinery. The subjects embraced by this course are transformers, synchronous generators, synchronous motors, parallel operation of alternators, synchronous converters, polyphase induction motors, induction generators, single-phase induction motors, and commutating alternating current motors.

Text: Dawe's Electrical Engineering, Vol. II.

10. Alternating Currents, Laboratory, Advanced. (*Prerequisite, Electrical Laboratory*)

Regulation of an alternator by the Synchronous-Impedance Method; Regulation by the A. I. E. E. Method; Regulation by the Magneto-motive Force Method; Measured Efficiency and Regulation of an Alternator; Efficiency of an Alternator from its Losses; Parallel Operation of Alternator; Synchronous Motor; Synchronous Converter; Single Phase Induction Motor; Polyphase Induction Motor; Concatenation of Induction Motor.

During the end of the course a few evenings will be devoted to lecture work on "Theory and Modern Applications of Vacuum Tubes."

11. Applied Mechanics. (*Prerequisite, Physics*)

A course of lectures and recitations comprising a study of the general methods and application of statics to structures in equilibrium, including collinear, concurrent, parallel, and nonconcurrent force systems in a plane and in space; centroids, and moment of inertia. Considerable time is devoted to tension and compression in frames, the computations of the reactions, the method of joints, and the manner of distinguishing members containing bending stresses. Vector diagrams are drawn to show the principles of graphical methods. Problems are used and assigned continuously to illustrate the underlying facts of the subject.

Text: Poorman's Applied Mechanics.

12. Architectural Design. (*Prerequisite, Architectural Drawing*)

An elementary course intending to familiarize the student with the Orders of Architecture, that he may learn to distinguish the best proportions of the various styles of design, and develop his taste for the best work. An analytique problem of a classic doorway is drawn and rendered, as well as original designs embracing various architectural problems, chosen to stimulate the students' knowledge and imagination in applying the fundamentals, A Gothic window is analyzed and drawn at large scale. In connection with this course the instructor will outline a course of reading in Architectural History supplemented with lectures on the subject.

Text: Turner's Fundamentals of Architectural Design.

Hamlin's History of Architecture.

13. Architectural Design, Advanced. (*Prerequisite, Architectural Design*)

The design of various architectural problems of a more elaborate and complicated nature than Architectural Design. Plans, elevations, and sections will be drawn and rendered in wash.

Text: Turner's Fundamentals of Architectural Design.

Hamlin's History of Architecture.

14. Architectural Drawing. (*Prerequisite, Engineering Drawing*)

This course deals with the fundamentals of masonry construction. Plans, elevations, and sections of a small library building of second class construction are drawn and traced, special emphasis being laid upon the technic of the work, in anticipation of the student obtaining a position in an Architect's office during the day. Proper sizes of doors and windows are studied, as well as the lay-out of stairs, the construction of fire-places, cornices, etc.

Text: Turner's Fundamentals of Architectural Design.

Hamlin's History of Architecture.

15. Aviation Engines. A careful study of advanced engine theory, problems of design and construction, efficiency of present types, research in power plants, and probable developments in this field. Applied Mechanics and General Aeronautics are prerequisite to this course.

16. Chemistry, Elementary. This course embraces class discussions of chemical principles and of chemical materials, solution of numerical problems, practice in such exercises as writing of equations, demonstration experiments carried through by the instructor. The student does assigned experiments in the laboratory and writes reports of his work. The more important elements, both non-metallic and metallic, as well as numerous compounds, are studied. Important laws and hypotheses of chemistry are constantly stressed.

17. Chemistry, Inorganic. (*Preparation, Engineering Mathematics*)

A course of experimental lectures on the fundamental laws and principles of inorganic chemistry. Emphasis is placed on the study of elements, compounds, and theories, which form a basis for more advanced courses in chemistry. Problems of a physio-chemical nature involving the gas laws, application of Avogadro's Hypothesis, the law of definite proportion, electrolytic dissociation, the law of mass action, and other principles are assigned and discussed in class. Principles of physics which are important for this course are to a certain extent given consideration.

By having the student perform a number of selected experiments it is desired to develop in him a spirit of initiative, self-reliance, and research. In doing this work it is important that he observe what happens; consider why it happens; and predict the action of similar substances. The laboratory course is run in conjunction with the lectures, and experiments which verify principles discussed in class are included. It is hoped that in doing the various experiments, including the preparation of elements and compounds such as oxygen, hydrogen, the halogens, hydrochloric acid, copper sulphate, etc., the student will cultivate a scientific attitude and habit of thought. Neat and satisfactory notes are considered an essential part of the course.

18. Chemistry, Analytical. (*Prerequisite, Inorganic Chemistry*)

Qualitative Analysis — Lectures and Laboratory — 1st Semester (Prerequisite, Inorganic Chemistry).

Lectures and recitations are carefully co-ordinated with laboratory work. Not only is the detection of the common cations and anions considered but also the theoretical principles relating to hydrolysis, solubility product, ionic equilibrium, amphoteric substances, complex formations, oxidation and reduction, correct concentrations, etc. Sequentially related experiments which may be combined into a complete system of analysis, are performed. From time to time unknown solutions and substances are given the student, the analysis of which emphasizes the very practical side of the work.

(Second Semester): *Quantitative Analysis — Lectures and Laboratory.* The major operations of quantitative analysis, such as weighing, measurements of volumes, titration, filtration, ignition, and combustion are considered both from the theoretical and the manipulative aspects.

Typical analyses and common technical methods are discussed critically, and unknown solutions and substances, the analysis of which involves volumetric analysis, including acidimetry and alkalimetry; oxidation and reduction; and precipitation methods; are performed.

Each analysis requires correct calculation as well as careful analytical procedure. For this reason quantitative calculations are studied through the medium of a number of representative problems.

19. Chemistry, Organic, Lectures and Laboratory. (*Prerequisite, Inorganic Chemistry Lectures.*)

In this course the student obtains a thorough foundation in the principles and theories of organic chemistry. These are presented in a manner that emphasizes the relationships existing among the various classes of organic compounds. The practical nature of the subject is stressed by familiarizing the student with the industrial applications of these theories and principles to such industries as: petroleum, rubber, dyes, explosives drugs, etc.

Laboratory.

The carefully selected preparations serve to give the student concrete evidence of the validity of the theories and principles of organic chemistry. They also help in developing the laboratory technique necessary in such manipulations as fractional distillation, physical and chemical separations, extractions, crystallizations, steam distillations, etc.

The fundamental types of chemical changes considered here are esterification, saponification, sulfonation, nitration, reduction, diazotization, and condensation.

20. Chemistry, Sanitary. The first part of this course deals with general Chemistry and proceeds to a treatment of the principles of physical and colloid chemistry and organic and bio-chemistry of importance in chemical treatment processes in water purification and sewage treatment.

21. Concrete. (*Prerequisite, Applied Mechanics*)

A consideration of the theoretical and practical principles involved in the design of concrete and reinforced concrete structures. The following subjects are thoroughly discussed: the design and capacity of existing single reinforced rectangular beams, double reinforced rectangular beams, and "T" beams; the fundamental principles underlying diagonal tension and bond stress; column design and methods of determining stresses in existing columns; the origin of curves and tables and their uses. Problems involving the above types of sections, first by the transformed area method and later by curves and tables, are done by the students.

Text: Hool's Reinforced Concrete, Volume I.

22. Direct Currents, Laboratory. (*Prerequisite, Physics*)

During the first semester this course covers thoroughly by experiment the fundamental principles and practical applications of Ohm's Law as it applies to series, parallel and series parallel circuits; Kirchoff's Law applied to networks, Direct Current Voltmeter, ammeter, millivoltmeter and shunts, and watt-hour meter.

During the second semester the student is given experimental work in Magnetic Circuits as found in everyday use such as circuit breakers overload and low voltage relays and coils. Brake magnets and ignition coils. Motor and generator field circuits.

Electrostatic Capacity as applied to Direct Current work only.

Construction and operation of D.C. Motors and Generators beginning with armature and field resistance measurement, and finishing with experimental proof of the fundamental laws of motor and generator operation.

23. Economics for Engineers. The aim of this course is to present a factual basis for a practical understanding of our economic life. Emphasis is placed upon engineering aspects of economic theory and business activity. Besides consideration of value, costs, price, and distribution common to courses in principles of economics, some time will be devoted to marketing (domestic and foreign), investments and insurance.

Text: Bowers and Rowntree's Economics for Engineers.

24. Electricity. (*Prerequisite, Physics*)

This course of lectures, recitations and problems is designed to give the student the necessary concepts and understanding of the elements of electricity so that he may study understandingly direct and alternating current machinery and circuits. The course includes: electromagnetism; electrostatics; batteries; calculation of the resistance of feeders and resistance combinations; Ohm's Law; Kirchoff's Laws; and electrical instruments such as galvanometers, ammeters and voltmeters.

The second part of this course includes: the study of direct-current generators and motors with their characteristics, losses, efficiencies and operation; the transmission and distribution of power; and the study of the alternating current circuit.

25. Electrical Laboratory.

Advanced D.C. Laboratory — 1st Semester.

Beginning with Parallel operation of shunt and compound generators. Shunt, series and compound motor characteristics; Heat Run on D.C. Generator; Efficiency by stray power method, electrical supply of losses, separation of losses by the Retardation Method.

A.C. Laboratory — 2nd Semester.

This course is begun by a thorough study of the construction and operation of A. C. instruments with particular attention to the single phase wattmeter and the polyphase wattmeter.

The A.C. Circuits both series and parallel containing resistance, inductance and capacity, are carefully studied and analyzed by vector and complex calculations; Transformer Efficiency and Regulation; Transformer Heat Run; Constant Current Transformers and Three-Phase Transformer connections.

26. Engineering Drawing. The course is planned to meet the requirements of a class composed of students who have had no previous instruction in drafting, and also for those who may have had one or two years' work in preparatory schools.

Instruction is given in the proper care and use of drawing instruments, T-square, and triangles, and about twenty drawings are made, including geometrical constructions, orthographic and isometric projections, perspective drawing development, dimensioning, and lettering. These give the student a thorough training in the fundamental principles of mechanical drawing, so that he may easily do the drafting required in his professional course. Few formal lectures are given, since the class-room work is almost entirely individual and permits the student to progress at a rate commensurate with his own ability.

For those who have had some experience in Mechanical Drawing, a special course is devised which will take care of individual needs and offer students more advanced work.

27. Engineering Mathematics. (*Prerequisite. First courses in Algebra and Plane Geometry*)

Although the primary purpose of this course is to lay a thorough ground work for analytical geometry and calculus it should be understood that the course is a complete unit in itself, enabling the student to handle a considerable proportion of the practical problems arising in engineering practice.

For the sake of a common ground work, a rapid review of fundamental concepts and processes is given followed by factoring and quadratics to progressions and the binomial theorem.

The last third (approximately), of the course, is devoted to logarithms, radians, trigonometric ratios, the law of sines, the law of cosines and the solution of right and oblique triangles, etc.

Instruction is also given in the theory and use of the slide rule.

28. Heat Engineering. (*Prerequisite, Physics*)

To understand the operation of the modern power plant, it is necessary that the theoretical principles be well understood. Therefore, this course deals with both the theoretical and the practical applications. The laws of the perfect gases and of vapors, properties of steam, the use of the steam tables and Mollier diagram are considered during the first part of the course. A discussion is given of the various apparatus used in the power plant such as steam, boilers, engines, turbines, and auxiliary equipment used in connection with the operation of a power house. The aim of the course is to familiarize the student with the theory and application of prime movers having fuels as a basis for the generation of powers.

Text: McNaughton's Elementary Steam Power Engineering.

29. Highway Engineering. An outline of the principles governing the finance of highway projects and assessments of street construction. Thorough discussion of the survey for a highway project. Lectures on the fundamental principles of highway design; namely, roadway, alignment, safety devices and accessories. Various present-day road surfaces are discussed.

Text: Agg's Construction of Roads and Pavements.

30. Highway Design. (*Prerequisite, Highway Engineering*)

This course is a continuation of Course 29, and deals with advanced problems in highway construction such as the improvement of existing roads by the substitution of improved alignments and grades. Related matters like highway financing, traffic cost, etc., are included.

31. Highway Operation. The work of this course includes the study of highway projects. Special attention is given to highway financing, transportation survey methods, and general economics of highways.

32. Highway Transportation. This subject deals with location, construction, and maintenance of city streets and pavements; also State highways, highway financing, methods of transportation surveys, motor vehicle types and operating economics, snow removal, highway safety, and traffic problems.

33. Hydraulics. (*Prerequisite, Applied Mechanics*)

This course is a study of the principles of both hydrostatics and hydro-dynamics. The subjects considered are: the pressure on submerged areas together with their points of application; the laws governing the flow of fluids through orifices, short tubes, nozzles, weirs, pipe lines, and open channels. A short study of stream flow measurements.

Text: Russell's textbook on Hydraulics.

34. Machine Drawing. (*Prerequisite, Engineering Drawing*)

This course is taught on a problem basis with the student working out problems under the supervision of the instructor. The lectures and reading assignments correlate with the class problems. The principles covered include preliminary machine sketches, detailing from machines and from assembly drawings, dimensioning, sectioning and the making of assembly drawings from details. The lectures and assigned readings take up such topics as fastenings, machine elements, methods of manufacture, jigs and fixtures, methods of reproducing drawings and those drawing techniques that are to be applied to the particular problem being done.

Text: Tozer & Rising — Machine Drawing.

35. Materials of Construction and Foundations.

(a) Materials of Construction. A detailed study is made of the methods of manufacturing, properties, and uses of materials used in engineering work, such as iron, steel, lime, cement, concrete, brick, wood and stone.

A study is also made of the methods of testing and the strength of various materials used by the engineer.

Text: Pulver's Materials of Construction.

(b) Foundations. This course is designed to give the student a clear, concise survey of the properties and characteristics of the common types of foundation structures in use. The subjects treated are timber and concrete piles; sheet piles of wood, steel and concrete; coffer dams; caissons of the pneumatic box and open types; open wells; bridge piers and abutments.

Text: Alexander's Notes on Foundations.

36. Mechanism and Machine Design. (*Prerequisite, Machine Drawing*)

The object of the first part of this course is to acquaint the student with the principles of mechanism which are met in practice and in machine design. The topics considered are belting, pulley, and gear train calculations, both simple and epicyclic, cam design and theoretical design of gear-tooth shapes. The instant center calculations and velocity diagram plots or common linkages are studied.

In the second part of the course the principles of mechanics and strength of materials, learned in earlier courses, are applied in the design of simple machines. Typical machines designed are the lathe arbor press and hydraulic flanging press. The problems are approached on a practical basis and good designing practice is followed as far as possible. Advanced work deals with more complicated machines. Typical problems are design of a shearing machine, triplex pump, crane, and a horizontal return tubular boiler. Calculations of sizes of various parts are made and submitted together with an assembly drawing of the machine studied.

Text: Design of Steam Boilers and Pressure Vessels — Haven and Swett.

Reference: Mark's Mechanical Engineer's Handbook.

37. Municipal Engineering. This course offers a survey of the problems of Municipal Engineering. Among the topics treated are public works projects, land takings, rights of way, betterments assessments, assessors plans, purchasing, specifications, etc. The course also deals with the design, construction and maintenance of streets in relation to town planning, traffic problems, etc.

38. Physics. A course covering the fundamental principles of mechanics, heat, light, sound and electricity. Each lecture period is supplemented with a problem period in which the student learns the practical application of the laws of Physics. Some of the topics taken up in mechanics are equilibrium, center of gravity, accelerated motion, work, energy, machines, and fluid pressure. The part of the course on heat includes: expansion of solids, liquids and gases, calorimetry and mechanical equivalent of heat. The course also covers the fundamental properties of light and sound, and the elements of electricity. Practical problems covering each phase of the work are assigned to fix in the mind of the student the principles taken up in the lecture period.

39. Railroad Engineering. (*Prerequisite, Surveying*)

This course consists of instruction in the computation and methods of laying out simple, compound, reverse, vertical, and easement curves; frogs, switches, and turnouts; the computation of earthwork from cross-section notes; setting slope-stakes and general consideration of more advanced problems of Railroad Engineering. Special emphasis is laid on field notes and field methods.

Text: Allen's Railroad Curves and Earthworks.

40. Refrigeration and Air Conditioning. This course deals with refrigeration, and properties of refrigerants. A study is made of household mechanical refrigeration, refrigeration economics and plant testing. In addition, the following phases of the subject are dealt with: ice-making, cold-storage construction, air circulation and ventilation in cold storage, cold storage of foods. Part of the course is devoted to air conditioning with respect to houses, apartments, auditoriums, theatres, etc.

41. Sanitary Science. Principles of sanitary engineering and their application to municipal, industrial, rural and personal sanitation. The following topics are treated: food, water, ice, school, camp, transportation facilities, sewage disposal, refuse and garbage disposal.

42. Sewerage. The design of sewerage and drainage systems, hydraulics of sewers, sewage flow and separate sanitary sewers, storm water runoff, drain and combined sewers, interceptors, siphons, sewerage structures, pipes, manholes, inlets, catchbasins, regulators, overflows, outlets, pumps and pumping stations, investigations, surveys, construction methods

43. Sewage Disposal. Characteristics of sewage, disposal by dilution, principles of sewage treatment, preparatory processes, sedimentation, chemical treatment, filtration, activated sludge process, chlorination, sludge treatment and disposal, digestion, drying beds, mechanical dehydrating, incineration, utilization.

44. Strength of Materials. (*Prerequisite, Applied Mechanics*)**Strength I.**

This course comprises the study of the strength of structural shapes in tension, compression, and bending. The subjects covered are the stresses and strains in bodies subjected to tension, compression and shearing; common theory of beams with thorough description of the distribution of stresses, shearing forces, and bending moments; and deflection of beams.

Strength II.

This is a continuation of Strength of Materials I in which a study is made of the strength of shafting and springs; combined stresses in beams subjected to tension, compression, bending, and torsion; also strength of hooks, columns, and thin hollow cylinders, and brief consideration of strains and the relation of the stresses on different planes in a body

Text: Poorman's Strength of Materials.

45. Structural Design. (*Prerequisite, Structural Drawing*)

This course consists of a study of the design of such structural units as steel beams, girders, columns, trusses, riveted connections and steel frames as a whole. Particular attention is given to the practical phases of construction and their relation to design. The design of structural timber is also studied. In the first half of the year the student is given many problems which he works out at home and in class and the last half of the year is usually devoted to the design and detailing of some larger more complicated structures or portions of structures.

46. Structural Design, Advanced. This is a continuation of Course 45 in Structural Design and consists largely of class problems of a more complicated nature. In recent years such structures as elevated water tanks, mill building frames, and portions of an office building frame have been designed in class. Considerable stress is laid on the practical phases of construction as well as design requirements.

47. Structural Drawing. (*Prerequisite, Engineering Drawing*)

The course in Structural Drawing consists of making shop drawings of the various members of modern steel frames. After making drawings of structural sections and standard connections, the student is given data from which he makes framing plans and shop details. The problems usually covered are: portions of a steel frame building, a bridge girder, and a roof truss.

48. Structures. (*Prerequisite, Strength of Materials*)

First term is an introductory course covering outer forces, reactions, moments, and shears for fixed and moving loads. The use of influence lines, the stress analysis of composite beams, torsion in rivets, three-moment equations, and design of deck plate girder bridge and three-place girder bridge. Each student must design a deck plate girder bridge.

Second term treats of the computation of stresses for roof and bridge trusses of various forms. Stresses in portals and viaducts. Earth pressure, retaining walls, masonry dams, arches of steel, stone, and concrete.

The object is to train the student thoroughly in the application of mechanics to the design of the more common engineering structures.

49. Surveying. (*Prerequisite, Engineering Mathematics*)

(a) A course of lectures on the elements of plane surveying, covering the principles of the use of transit, tape, compass and chain for the measurement of distance, direction and difference of elevation in property surveys, topographic surveys, highway location and construction projects. The lectures are supplemented by numerous illustrative problems.

(b) A continuation of Surveying (a) covering office computations and drafting room work. This part of the course includes computations of survey problems involving traverses, triangulation, rectangular co-ordinates, land areas, horizontal and vertical curves and earthwork; also the plotting of survey data and the construction of a topographical map.

Text: Breed and Hosmer's Surveying, Volume I.

50. Water Purification. Quality requirements, principles and methods of purification and treatment, aeration, sedimentation, chemical treatment, coagulation, flocculation, slow and rapid sand filters, softening, iron removal, chlorination and disinfection.

51. Water Supply and Distribution. Water consumption, sources of supply, quality, yield of drainage areas, storage reservoirs, dams, dikes and spillways, collection of ground water, distribution systems, reservoir, standpipes, elevated tanks, pumps and pumping stations.

ENGINEERING EQUIPMENT

Field Instruments of Civil Engineering

FOR work in the field the Civil Engineering Department possesses various surveying instruments representing the principal makes and types in general use.

The equipment includes six surveyors' compasses, two Keuffel and Esser transits, five Buff and Buff transits, one Buff and Buff triangulation transit, three Berger transits, one Hutchinson transit, two Wissler transits, one Gurley transit, one Poole transit, three Berger levels, two Keuffel and Esser levels, two Buff and Buff levels, one Bausch and Lomb precise level, two Gurley plane tables, two Buff and Buff plane tables, two Keuffel and Esser plane tables, and one Berger plane table.

There are Locke hand levels, lining rods, leveling rods, stadia rods, tape rods, engineers' and surveyors' chains, steel and metallic tapes, one 100-foot Invar steel tape, and all the miscellaneous equipment necessary to outfit the parties that the instruments will accommodate. The extent of the equipment and scope of the field work itself are designed to train the student's judgment as to the relative merits of the various types of field instruments.

For instruction in advanced surveying the equipment consists of an Invar steel tape and base line tapes, with the necessary spring balances, thermometers, etc., for base line work. Equipment for converting some of the better transits into instruments capable of stellar and solar observations is available together with a Berger solar transit. For triangulation a Berger 10 second repeating theodolite and a Buff and Buff 20 second repeating precise triangulation transit are used. A Buff and Buff Coast and Geodetic level and Coast and Geodetic level rod enables precise leveling. For barometric leveling there is an aneroid barometer, and for hydrographic surveying a sextant and a Gurley electric current meter.

Electrical Engineering Laboratories

A large area in the basement of the Laboratory Building is given over to electrical laboratories which are of three types: the dynamo laboratory, the measurements laboratory, and the high tension laboratory.

The laboratory is equipped with sixty generators and motors of different types, the size and voltage ratings being selected to reduce as much as possible the risk from high voltage apparatus while making available to the student commercial apparatus such that the various quantities it is desired to measure will be of reasonable dimensions.

Machines from five to twenty-five kilowatt capacity are used principally for this reason, but also because the student in his engineering practice early comes in contact with large and varied machinery in power houses and electrical plants generally.

For D. C. working, among others there are two sets of specially matched direct current six-kilowatt, 125-volt compound generators, which will still work as shunt machines. In one the two generators may be joined by a

coupling so that they may be used for "pump-back" testing. The other pair are driven individually by ten-kilowatt, 230-volt motors and used principally for parallel operation and similar work. A large 230-volt, 12-kilowatt, 200 R.P.M. Sturtevant motor is used for retardation tests, and an assortment of series, shunt and compound motors each fitted with brake wheels are used for routine motor testing.

For A.C. working there is a fifteen-kilowatt (eighty per cent p.f.) three-phase, 230-volt alternator driven at sixty cycles by a twenty-five horsepower Westinghouse motor, a 7.5 kilowatt special G.E. machine with special armature taps so that it may be used as single-phase, two-phase, three-phase or six-phase synchronous motor.

Two 12.5 kilowatt (eighty per cent, p.f.) G.E. machines having each armature coil tapped out separately, also giving the above phase arrangements, each driven by its own motor are available for use either as synchronous generators or as motors; a five-kilowatt Holtzer Cabot machine with three rotors, making it available as either a squirrel cage, wound rotor, or synchronous machine; a G.E. single-phase clutch motor, a type R.I. induction motor, a Wagner single-phase motor; two Wagner motors arranged for concatenation control, two five-kilowatt Holtzer three-phase synchronous converters, a Westinghouse 7.5-kilowatt, two-phase motor and a ten horsepower Fynn-Weichsel Unity power factor motor.

For transformers there are six single-phase G.E. type H units wound for 550 volts primary and 220-110 volts secondary; two sets of transformers with Scott transformation taps, and a Type R. O. constant current transformer, primary winding for 220-190 volts and secondary for 6.6 amperes, 310 volts maximum fitted with a load of eighty candle power 6.6-amperes, sixty-watt nitrogen filled tungsten lamps, and a pair of 550-220 110 volts G. E. three-phase transformers of 7.5-kva capacity. There is also a full equipment of necessary control and regulating appliances and eighteen movable test tables fitted with the necessary terminals, switches, circuit breakers, etc., for setting up the various combinations required from time to time. Each student when performing an experiment does the complete wiring, no apparatus in the laboratory being found permanently wired up except as to its normal, self-contained circuits.

Power is supplied over a special set of feeders, by one or both of two special units in the power house which when on laboratory service are cut clear from any other service whatsoever and potentially controlled from the laboratory.

There are also speed governors and Tirrell regulators, both A.C. and D.C., capable of being used with any special machines found desirable at any particular time.

Chemical Engineering Laboratories

The laboratories are arranged in four units, one for each of the general branches of chemistry; i.e. inorganic, analytical, organic, and industrial, the equipment having been carefully selected to meet the requirements of each type of work.

Inorganic and Analytical Laboratories:

The laboratories for inorganic and analytical work are well supplied with the usual resistance glass, silica ware, alundum ware, porcelain ware, platinum crucibles, and electrodes for alloy analysis, as well as apparatus for special work. The balance room connected with these laboratories is well equipped with the latest type of "chainomatic" notched beam balances.

The special equipment includes a Freas electric drying oven capable of adjustment for varying temperatures, a Hevi-duty electric furnace for use in ignition and fusion work, as well as Muffle, Fletcher, and gas combustion furnaces. An Emerson bomb calorimeter, together with a Parr sulfur photometer is available for work with coal and fuel oils. Gas analysis apparatus of both the Orsat and Hempel types is available, a Kimley electro-analysis machine upon which copper, lead, nickel, and zinc can be determined, and a Hoskins electric combustion furnace suitable for use in steel analysis. Included in the other equipment is a saccharimeter, Babcock milk tester, Saybolt and Engler viscosimeters, New York State and A.S.T.M. open cup flash point testers. Conradson carbon residue tester, A.S.T.M. "sulfur in burning oil" tester, rubber and soxhlet extraction apparatus, Bausch and Lomb microscope fitted with vertical illuminator, La Motte hydrogen-ion determination set, two Leeds and Northrup potentiometers with accessories for hydrogen-ion determinations, electrometric titrations, and investigations of conductivities of solutions.

Organic Laboratory

The laboratory for organic work is especially equipped with steam lines for steam distillation purposes, also special vacuum distillation apparatus and the necessary coil condensers, extraction flasks and other efficient apparatus for the technique of organic experimentation and qualitative analytical work, besides the usual steam baths, drying closets, vacuum and compressed air lines and hoods. The common chemicals, including organic solvents, acids, bases, and salts are available in the laboratories for general use at all times. At the end of the laboratory, conveniently located, is a fully equipped stock room, from which other chemicals, organic or inorganic, and special apparatus can be obtained.

Design and Drafting Rooms

The School possesses large, light, and well-equipped drawing rooms for the carrying on of the designing and drafting which forms so important a part of engineering work. These rooms are supplied with lockers containing the drawing supplies, and files containing blue prints, and photographs of machines and structures that represent the best practice. Drafting room blackboards are equipped with traveling straight edge devices which facilitate speed and accuracy in blackboard demonstrations.



A CORNER OF THE LIBRARY



SECTION OF ELECTRICAL LABORATORY

ADMINISTRATIVE REGULATIONS

Applications for Admission

APPPLICATIONS for admission should be filed as early as possible in order that the necessary investigations may be made and the status of each student definitely determined before the opening day.

Registration

Each student is required to present himself at the School Office, and to have his course approved by the Dean to complete his registration. A student is expected to pay the first tuition installment and other fees required before beginning attendance.

A student who does not pay the first installment in full at registration is expected to interview an officer of the school regarding a deferred payment agreement.

Late registration will be permitted only at the discretion of the Dean.

The School Year

The school year is divided into two semesters of fifteen weeks each. The first semester extends from September 30 to January 24 and the second semester from January 27 to May 22.

Diploma Requirements

Students may register for single subjects or for complete courses, provided such registration meets with the approval of the Dean; but to receive the diploma of the Institute the student must fulfill the following conditions:

- a. Regardless of the advanced standing credit he receives, he must have been in attendance for at least a year preceding the date on which he expects to graduate; that is, he must complete at least one full year's work in the Lincoln Institute.
- b. He must complete all the courses of his particular curriculum, either by attendance at this Institute, or by receiving advanced standing credit for those courses, or the equivalent of those courses as determined by the Dean.
- c. He must pass such final examinations as are required in the courses he has pursued. The various curricula have been arranged so that the courses can be completed in four years. However, an extension of time will be granted to those who wish to take longer to meet the requirements for graduation.

Sessions

Classes meet on week-day evenings. There are no classes on Saturdays. A full schedule will include three evenings a week. As a rule classes are scheduled from 7 p.m. till 9 p.m.

Attendance Requirements

A careful record of attendance upon class exercises is kept for each student. Absence from regularly scheduled classes on any subject will seriously affect the standing of the student. It may cause the removal of certain subjects from his schedule and the listing of these as "conditioned subjects". However, if reasonable excuse for absence be presented, the student may be allowed to make up the time lost, and be given credit for the work; but he must complete the work at such time and in such manner as his instructor in the course shall designate.

A minimum attendance record of 70% must be maintained in all classes before a student will be admitted to examination.

Examinations and Quizzes

Examinations and quizzes are held throughout the term at the discretion of the instructors. Final examinations are required upon the completion of all courses. The following system of grading is used:

A	— 90 to 100	— Excellent
B	— 80 " 89	— Good
C	— 70 " 79	— Fair
F	— 50 " 69	— Conditioned Failure
FF	— Below 50	— Complete Failure

A student marked "F" may receive one special examination. If he fails in that, he must repeat the course. A student marked "FF" must repeat the course. The fee for each special examination is \$3. Grades and reports are mailed to the students and will not be given out at the School Office. Under no circumstances will grades be given over the telephone.

Quizzes are to be made up at the discretion of the instructor.

Transfers

No students are permitted to change from one course to another without first consulting the Dean, and receiving a Transfer Order signed by him.

Reports of Standing

An informal report of the student's standing is issued at the end of the first term; and the formal report, covering the year's record, is issued at the close of each year.

In the case of students who are under twenty-one years of age, reports may be sent to parents in the event of unsatisfactory work on the part of the student, non-compliance with administrative regulations, continued absence, and withdrawal. Parents may obtain reports at any time on request.

Classification of Students

The ability of students to continue their courses is determined by means of class room work and examinations, but regularity of attendance and faithfulness to daily duties are considered equally essential.

When a student elects a curriculum, he is required to complete all courses included therein in order to graduate. If a student wishes to drop a course, or omit one and substitute another therefor, the consent of the Dean must first be obtained. Otherwise the student will be regarded as a special student.

A special student is permitted to attend the school, subject to the approval of the Dean, and to take such courses as the school offers. Special students are not eligible for a diploma.

Students Admitted with Advanced Standing

Students who, upon admission, were granted provisional advanced standing, but have not presented on admission evidence of their eligibility to such advanced standing, shall not be granted the diploma of the school.

Elective Subjects

Students electing any course not included in their curriculum will be required to take all examinations in that course, and to attain a passing grade in it before they will be eligible for a diploma.

Diplomas

Upon the satisfactory completion of any of the regular curricula, and the fulfillment of the conditions on pages 48 and 49 the student is entitled to receive a diploma. A graduation fee of ten dollars is required of all candidates for a diploma. This fee must be paid on or before May 15th in the year in which the student is to graduate.

The diploma with honor will be awarded to those students who have completed the curriculum for which they registered with an average of at least 85%.

Diplomas are awarded at the annual commencement exercises. These are held about the middle of June.

GENERAL INFORMATION

Opportunities for Recreation

MEN who are employed in offices or indoor occupations and who are pursuing a strenuous evening program of study should plan to take some systematic form of exercise in order that they may not impair their health and that they may do the most effective work.

The Lincoln Institute is particularly fortunate in being able to place at the disposal of its students at moderate rates unexcelled recreational advantages, the Y. M. C. A. building having facilities in the nature of a gymnasium, swimming pool, bowling alleys, billiard room, game rooms and social room where students may obtain recreational privileges to their liking. Students may come from their work at the close of the day to the University building and enter a gymnasium class, take a swim, use the bowling alleys, or engage in other recreational pastimes before class time and thus renew their energy for the evening's work.

In addition, in the program of the Young Men's Christian Association will be found ample opportunities for religious, club, and other social activities.

Railroad Tickets

The railroad systems entering Boston issue student's tickets to students under twenty-one years of age. Applications for these may be obtained at a railroad office and presented at the school office for signature.

Library

A large and well-equipped library is available for the use of students. The reading rooms are open from 9 a.m. to 10.30 p.m. on week-days, and from 9 a.m. to 10 p.m. on Saturdays. Students have also the privilege of securing books from the Boston Public Library and its branches. To obtain this privilege application should be made to the Librarian, who will furnish the applicant with the necessary blanks.

Text Books and Supplies

The Lincoln Institute enjoys the facilities of the Northeastern University Bookstore which is a department of the University and is operated for the convenience of the student body. All books and supplies which are required by the students for their work in the University may be purchased at the Bookstore. In addition, the Bookstore also carries a large number of general supplies. The main store is located in Room 259, Main Building. A branch of the store is operated in Room 23, Huntington Building, in which not only school supplies, but also a variety of other articles are sold to meet the needs of students.

Visitors

Visitors are always welcome at one class session in any department. Those who wish to visit any of the classes should call at the school office and obtain a visitor's card signed by the Dean.

Notify the Office Immediately

- (a) Of any change of address;
- (b) Of withdrawal from any course — otherwise the fee for that course will be charged;
- (c) Of withdrawal from the school — giving the date of the last lecture attended.

Interviews and Educational Guidance

Prospective students or those desiring advice or guidance with regard to any part of the school work or curricula, or who wish assistance in the solution of their educational problems, should note the fact that interviews are available without obligation, and that the officers of the school will do their utmost to see that a program is designed which is the most satisfactory for the individual student. In certain cases, other institutions may be recommended which suit the student's needs better. Furthermore it is important that those with educational problems to solve should realize the necessity for care in approaching educational work so that the program selected will be on the best educational basis.

Scholarships

For the school year 1935-1936, the Executive Council has offered the following scholarships:

Freshman Scholarship to the highest ranking freshman who returns for the Sophomore year, a scholarship of \$50. To the second highest ranking freshman who returns for the Sophomore year, a scholarship of \$25.

Sophomore Scholarship to the highest ranking sophomore who returns for the Junior year, a scholarship of \$50. To the second highest ranking sophomore who returns for the Junior year, a scholarship of \$25.

Junior Scholarship to the highest ranking junior who returns for the Senior year, a scholarship of \$50. To the second highest ranking junior who returns for the Senior year, a scholarship of \$25.

THE LINCOLN SCHOOLS

EVENING SESSIONS

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Courses leading to a diploma in the following fields of Engineering: Aeronautical, Architectural, Chemical, Civil, Electrical, Highway, Municipal, Mechanical, Sanitary, Structural. Students may register for individual subjects.

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Fully accredited by the New England College Entrance Certificate Board. High school courses in the Classical, Technical, and Commercial fields. Prepares for admission to all colleges. Students may enter in September, January, or June. Open to men and women.

For further information regarding any of the above schools,
address

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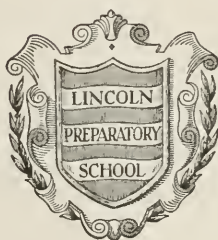
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EVENING SESSIONS

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EFFECTIVE METHODS OF INSTRUCTION
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CALENDAR

Summer Term, June, 1935 — 15 Weeks

May 20—June 1	Registration period.
June 3	Summer Term begins.
June 17	Legal Holiday. No classes.
July 4	Legal Holiday. No classes.
September 2	Legal Holiday. No classes.
September 9-13	Final Examinations.

School Year, September, 1935 — May, 1936 — 32 Weeks.

1935

September 16-21	Registration period.
September 23	Classes begin.
November 11	Legal Holiday. No classes.
November 28	Legal Holiday. No classes.
December 23-January 2, 1936.	Vacation period. No classes.

1936

January 3	Classes resume.
April 20	Legal Holiday. No classes.
May 11-15	Final Examinations.

Special Winter Term, January, 1936 — May, 1936 — 20 Weeks.

January 2-10	Registration period.
January 13	Classes begin.
April 20	Legal Holiday. No classes.
May 18-22	Final Examinations.

Summer Term, June, 1936 — 15 Weeks.

May 25-June 5	Registration period.
June 8	Classes begin.
June 17	Legal Holiday. No classes.
September 7	Legal Holiday. No classes.
September 14-18	Final Examinations.

OFFICE HOURS

AUGUST 16 — JUNE 18

Week days, except Saturday.....	9 a.m. till 9 p.m.
Saturdays.....	9 a.m. till 12 m.

JUNE 19 — AUGUST 15

Week days, except Saturday.....	9 a.m. till 4 p.m.
Saturdays.....	9 a.m. till 12 m.

During the period from June 19 until August 15 on Tuesday and Friday evenings the office is open in addition from 6 to 9 p.m. On other evenings during this period the General Offices of the University on this same floor deal with all school business.

INTERVIEWS

Prospective students, or those desiring advice or guidance with regard to any part of the school work or curricula, are offered personal interviews with the Principal or his assistants. No inquirer should hesitate to ask for an appointment as, in the long run, time is saved during the school year by having the whole educational problem discussed before the opening of the school.

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Sabin P. Sanger, *Chairman*, T. Grafton Abbott, Wilman E. Adams, William C. Chick, Robert G. Dodge, Carl Dreyfus, Frank L. Richardson, Frank P. Speare.

The Executive Council

FRANK PALMER SPEARE, M.H., LL.D.

President of the University

GALEN DAVID LIGHT, A.B.

Secretary and Treasurer of the University

CARL STEPHENS ELL, A.B., M.S., Ed.M.

Vice-President of the University

EVERETT AVERY CHURCHILL, A.B., Ed.D.

Vice-President of the University

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FRANK PALMER SPEARE, M.H., LL.D.
President of the University

GALEN DAVID LIGHT, A.B.
Secretary and Treasurer of the University

EVERETT AVERY CHURCHILL, A.B., ED.D.
Vice-President of the University

JAMES WALLACE LEES, A.M.
Principal

WILLIAM GREENE WILKINSON, A.B.
Assistant Principal

EBEN OSWELL SMITH, B.S.
Registrar of the Evening Division

J. KENNETH STEVENSON, B.C.S.
Bursar

MYRA EDNA WHITE
Librarian

WALTER ALFRED BALDWIN

Appointed 1910

A.B. Ohio Wesleyan University, 1906; graduate study University of Chicago and Harvard University; Head, Department of Mathematics Chillicothe High School, Ohio, 1906-8; Head, Department of Mathematics, Mansfield High School, Ohio, 1908-10; Head, Science Department, Huntington School for Boys, Boston, 1912-14; Instructor in Physics and Chemistry, Lincoln Preparatory School, 1910-35.

Physics and Chemistry

WILLIAM TILDEN BENTLEY

Appointed 1916

A.B. Harvard University, 1907; Sub-Master, Malden High School, 1914-24; Belmont School, 1924-29; Principal, Charles A. Daniels School, 1929-35.

English

CHARLES LEE CHEETHAM

Appointed 1928

A.B. Bates College, 1911; A.M. Columbia University, 1927; Instructor in Mathematics, Portsmouth High School, New Hampshire, 1912-14; Submaster, Westerly High School, Rhode Island, 1915-17; Instructor in Mathematics and Science, Tower Hill School, Wilmington, Delaware, 1919-23; Instructor in Mathematics and Physics, Roger Ascham School, White Plains, New York, 1923-27; Instructor in Science, Mathematics and Physics, Public Latin School, Boston, 1928-35.

Physics

CARL F. CHRISTIANSON

Appointed 1933

A.B. Wesleyan University, 1923; Tilton School, New Hampshire, 1923-24; Abington High School, 1924-27; Huntington School, 1927-35.

History

PRESTON HARVEY

Appointed 1933

A.B. Bowdoin College, 1928, Instructor in Latin and History, Portland Country Day School, 1928-31; Head of Latin Department, Huntington School, 1932-35.

Latin and History

FREDERICK CHARLES HOSMER

Appointed 1933

A.B. Boston University, 1897; A.B. Harvard University, 1903; Head of Commercial Department, Huntington School, 1910-1935.

Commercial Subjects

PERCY EDWARD JONES

Appointed 1923

Sloyd Training School, 1920; B.S. Boston University, 1930; Instructor in Mathematics and Drawing, Huntington School for Boys, 1919-35.

Mathematics

CHARLES JOSEPH KEELON

Appointed 1931

B.S. Boston University, 1923; Ed.M. Boston University, 1925; Instructor in Mathematics, Avon High School, 1925-27; Principal, Avon High School, 1927-29; Junior Master, English High School, 1929-35.

Mathematics

ALFRED BLANCHARD KERSHAW

Appointed 1928

A.B. Amherst, 1904; A.M. Amherst, 1907; Instructor, The Allen School, West Newton, 1908-09; Instructor in English, Brockton High School, 1909-11; Submaster, English High School, Boston, 1911-35.

English

JAMES HARRIS MORSS

Appointed 1927

A B. Boston University, 1903; Ed.M. Harvard University, 1927; Instructor in Huntington School for Boys, Boston, 1915-35.

English

THEODORE WOODS NOON

Appointed 1922

A.B. Yale College, 1896; M.A. Yale University, 1898; Exhibitioner, Emmanuel College, University of Cambridge, England, 1906-7; Master, Lawrenceville School, Lawrenceville, New Jersey, 1908-18; B.D. University of Chicago, 1913; S.T.M. Boston University, 1922; Ed.M. Harvard University, 1924; Instructor in Lincoln Preparatory School and Huntington School for Boys, Boston, 1922-35.

Latin and Ancient History

DEANE STANFIELD PEACOCK

Appointed 1931

A.B. Bowdoin College, 1917; A.M. Bates College, 1927; Ed.M. Harvard University, 1932; Principal, Oakland High School, Maine, 1919-24; Principal, Freeport High School, Maine, 1924-31; Junior Master, English High School, Boston, 1932-35.

English

FRED PARKER HAMILTON PIKE

Appointed 1921

A.B. Colby, 1898; Graduate study Johns Hopkins University, 1903-05; Instructor in Modern Languages in private preparatory schools, 1899-1908; Instructor in French, Public Latin School, Boston, 1909-35.

French and German

CHESTER FLINT PROTHERO

Appointed 1926

Ed.M. Harvard University, 1931; Instructor, Powder Point School, Duxbury, Mass., 1922-25; Instructor, Tabor Academy, Marion, Mass., 1925-26; Instructor, Allen School, West Newton, Mass., 1926-27; Instructor, Governor Dummer Academy, South Byfield, Mass., 1927-30; Head of Science Department, Beaver Country Day School, Chestnut Hill Mass., 1930-35.

Biology

CHARLES FREEMAN SEAVERN

Appointed 1914

Harvard University, 1915-17; Instructor in Mathematics and Drawing, Huntington School for Boys, Boston, 1914-19; Instructor, Everett High School, 1925-35.

Mathematics and Mechanical Drawing

ALFRED LORING SKINNER

Appointed 1927

A.B. Harvard University, 1919; Instructor in Mathematics, North Andover, Mass., 1919-22; Instructor in Mathematics, Huntington School for Boys, Boston, 1922-35.

Mathematics

ROBERT HOLLAND TAIT

Appointed 1930

B.A. Oxford University, England, 1913; B.C.L. King's College, Canada, 1914; Overseas service with British Army, 1914-18; Practice of Law, 1919-23; Editorial work, 1923-30; Representative of Newfoundland Government, 1930-35.

French

DANIEL P. A. WILLARD

Appointed 1925

B.S. University of New Hampshire, 1913; Principal, Edgartown High School, Mass., 1913-14; Submaster, Braintree High School, Mass., 1915-16; Instructor in Social Sciences, Newton High School, Mass., 1916-35.

Social Sciences

HELEN E. HILDRETH, *Secretary*

MARGUERITE F. JACKSON, *Recorder*

DOROTHY S. CLEVELAND, *Bookkeeper*

WHAT THE LINCOLN PREPARATORY SCHOOL OFFERS

- I Evening high school courses conducted on day-school standards by a competent faculty in a school accredited by the New England College Entrance Certificate Board.
- II A College Preparatory Course for
 - (1) admission to Liberal Arts Colleges and Pre-Medical and Pre-Dental schools by certificate or examination.
 - (2) admission to Technical Schools by certificate or examination.
- III A General Course for
 - (1) admission to Business Schools and Evening Colleges.
 - (2) general education.
- IV A Preparatory Course for
Training Schools for Nurses.
- V A Commercial High School Course in preparation for
 - (1) advanced Business study.
 - (2) admission to Business Schools of collegiate grade.
- VI A one-year Preparatory Course for
 - (1) The Lincoln Institute Evening Engineering courses.
 - (2) The Lowell Institute Evening Engineering courses.
- VII Preparation for College Entrance Examinations and for the examinations of the College Entrance Examination Board.

FACTS REGARDING THE LINCOLN PREPARATORY SCHOOL

Classes meet at convenient evening hours.

Students attend usually two evenings a week.

It has an experienced faculty with long-service record.

It has excellent classrooms, laboratories and equipment.

It is a long-established institution, not organized for profit, and bending its efforts to constant improvement.

Students may enter in September, January or June.

Work of the school is adapted to needs of evening students.

It has a serious-minded student body of widely varying occupations.

It gives advanced standing credit for work completed in other accredited high schools.

It is situated in Back Bay, convenient to train and trolley service.

Students may obtain half-rate vouchers on the elevated railway. Half-rate tickets on the steam trains are available to students under 21 years of age.

It offers free parking space for automobiles.

Its work is acceptable to the Board of Registration in Medicine and Board for Registration for Nurses.

Tutoring is available at reasonable costs.

Fees are moderate, payable in monthly installments or in accordance with arrangements made at the office.

IS EDUCATION WORTH WHILE?

Education has three values:

- a. Personal Value
- b. Social Value
- c. Cash Value

(a) Personal Value: Education changes a person. It disciplines and enlightens the understanding; it cultivates the taste; it forms manners and habits.

(b) Social Value: Man must normally come into contact with his fellow beings. Education teaches him to weigh and adjust, to examine and meditate, to construct and change, so that the greatest benefit will occur to the human race. It enables a man to contribute his share of effort for the general good.

(c) Cash Value: While education was never intended to produce financial returns to the individual, nor originally sought to secure financial independence, nevertheless because of the equipment with which it endows a man, education brings in its train material benefits and increased financial rewards.

Education is needed more than ever today. The present scarcity of jobs plays into the hands of those who are educated. In prosperous times the educated man will be able to capitalize on his new opportunities.

One of the saddest spectacles of the recent calamity was the large number of men and women who floundered around in distress like a ship without a rudder. When their jobs disappeared, they seemed lost; they did not know which way to turn; they did not know to whom to go for advice; they seemed unable to turn to any other type of work; they lacked the general training and education which would make them adaptable to changing conditions. It is to be fervently hoped that, when and if there occurs another industrial depression, many who were sufferers before will have gained before then some knowledge which may keep them from being the victims of such a catastrophe, or, at least, minimize their suffering or discomfort.

COMPETITION OF BRAINS

It is now being generally conceded that there is a marked improvement in business even though the results are not yet far-reaching. There is the danger, however, that those who trust in luck will be misled by such an upturn and will hope that they will be carried back to employment and perhaps prosperity without any effort on their part. Perhaps they may, although that is unlikely. If so, they will be the first to suffer subsequently. But there will be thousands who will now take the opportunity of making sure, in so far as is possible, that they will meet subsequent changes in the industrial world much better prepared than they are now.

Industrial concerns, more than ever before, demand trained men and women. Those who are now employed know that even to hold their present positions they must increase their ability or someone with greater ability will come along and deprive them of their jobs. How much more necessary is it to increase one's ability and one's value to his employer if he wishes to get ahead. Even though additional training should demand pronounced sacrifices, it should nevertheless be undertaken. The first opportunities will go to those who will be already trained when business improves. Very soon the competition of brains will be keener than ever before. It is not only necessary that a man provide himself with such adequate training that an employer will desire to retain him, but he should also, while comfortably employed, endeavor to prepare himself for advancement, either with his present employer in a more responsible and profitable position or with another employer who needs his services and is prepared to pay for them. The depression has shown us that security of employment is the greatest single need that each of us has. Employment is to be made increasingly secure only by personal effort in securing adequate training.

IS EVENING EDUCATION REALLY VALUABLE?

With the development of the science of education it has been proved that evening education can be not only as effective and advantageous as day school education, but that because of the desire of more mature persons to succeed, evening education can frequently be and often is superior to day-time education and that the same work is frequently completed in a shorter time. Further investigation has confirmed the fact that as far as regular school work is concerned, the adult learns as readily and remembers as well as the person of customary high school age.

To those who have been deprived of the opportunity of completing their educational plans by daytime study, opportunities are now available whereby not only high school work, but even work of college grade, can be completed by evening study through classes that are scheduled at convenient evening hours.

Evening work not only of high school grade but also of college grade is now available in Liberal Arts, Law, Business, and Engineering.

LINCOLN PREPARATORY SCHOOL

In Metropolitan Boston the Lincoln Preparatory School provides an opportunity to men and women of all ages and occupations to discuss their whole educational problem with a school officer and embark on an educational program suited to individual needs and ambitions. Furthermore, all this may be done at convenient evening hours, *without the necessity of leaving one's present employment.*

It provides an opportunity to men and women of all ages and occupations to obtain at convenient evening hours a thorough secondary school training which gives them a sound general education.

It also prepares students for admission to colleges and universities by certificate or examination and has already sent to various institutions hundreds of men and women who for financial and other reasons could not complete their high school preparation in a day school.

It offers to women thorough preparation for entrance to the training schools of recognized hospitals, since the school is recognized by the State Board of Registration in Medicine.

The school has been in operation since 1898 and since 1924 has enjoyed the privilege of being on the accredited list of the New England College Entrance Certificate Board, a distinct honor in the case of an evening school.

The faculty prides itself on the personal element it infuses into its work and makes every effort to deal with the individual student's problem. There is no obligation whatever in making an appointment for the full discussion of a student's education problems and interviews are welcomed. The school is not operated as a business enterprise as are most private schools but is part of a University system which devotes all of its resources and energies to serving its students effectively.

HISTORICAL STATEMENT OF LINCOLN PREPARATORY SCHOOL

The Lincoln Preparatory School, formerly called the Northeastern Preparatory School, was founded in 1897 to meet the demand for instruction by men who were employed during the day and whose only opportunity for study lay in evening classes. At first, courses were for the most part isolated subjects of a cultural nature or intended to assist men in various trades or occupations to perform their work more satisfactorily, and, perhaps, to earn promotion as a result of their studies. Gradually the courses were coordinated into a regular high school program and a standard high school diploma was awarded. In 1925 women were admitted on the same basis as men. The courses offered have been and are being constantly improved and since 1924 the school has been accredited by the New England College Entrance Certificate Board, a marked distinction in the case of an evening school and an expression of confidence that day school standards are maintained. The school today offers curricula in the general, commercial, scientific, and technical fields, in addition to offering special preparatory courses for the nursing profession.

The enrollment has increased from fewer than fifty students to almost five hundred, of whom one-fifth are women. The faculty has been increased until it now numbers twenty-five or thirty men of wide experience and training, drawn from the leading day preparatory and high schools.

The marked success of the school has been due to the seriousness and earnestness of the students, the expertness of the teachers and their sincere interest in the welfare of their students.

AIM OF THE SCHOOL

The aims of the Lincoln Preparatory School may be classified as follows:

- (a) The offering of educational opportunities to men and women by methods of instruction carefully adapted to the needs of adult students.
- (b) The providing of this instruction, at convenient evening hours, so that the student need not leave his or her present employment while obtaining an education.
- (c) The conducting of the school work on such a high qualitative plane that those students who wish to prepare for college may be adequately prepared for entrance examinations, or for entrance on certificate if their ability and performance warrant.
- (d) The offering of commercial work to those who plan to enter the field of business either directly, or after further study in a College of Business.
- (e) The offering of a general program to those who do not plan to enter college that they may develop a taste for the better things in life and that they may advance to a larger personal growth.
- (f) The selection of the most competent and experienced faculty available.
- (g) The maintenance of the excellent work which has earned for the school the approval of the New England College Entrance Certificate Board.
- (h) The personal interest of every school officer in the individual problem of the student.

WHO SHOULD ATTEND THE SCHOOL?

Recognizing the need for an educated democracy, the Lincoln Preparatory School endeavors to be of service to a large number of men and women who have been deprived of educational opportunities or who wish to undertake further study. For this reason fees are kept as low as possible, consistent with sound educational procedure, and courses have been arranged so that almost all educational needs of prospective students can be adequately met. Following are some of the groups of persons who can derive considerable benefit from the courses offered in this school:

- (a) Men and women who left grammar school or high school to go to work and now wish to secure a high school education while retaining their present employment.
- (b) Men and women employed in business and industrial organizations who desire to prepare themselves for more responsible and remunerative positions by pursuing a program of study which meets their needs.

- (c) Men and women who wish to enter higher institutions of learning, colleges and professional schools, either by a certificate or entrance examination, and who are not able to go to day high school.
- (d) Men and women who wish a training in the elementary principles of business.
- (e) Men who wish preparatory training for evening engineering courses.
- (f) Women who wish to prepare to enter the training schools of our hospitals, or members of the teaching or administrative staffs of our hospitals who wish to prepare themselves for the increased responsibilities that the rising standards of their professions are demanding of them.

No student who has needs similar to those outlined above should hesitate about entering the Preparatory School because of age. The ages of the students range from sixteen to fifty-one. The school is specifically designed for adults, and results indicate the educational success of students regardless of age.

ALUMNI

The Alumni of the Lincoln Preparatory School are excellent witnesses of the work the school has done and is doing. One of our greatest rewards is the satisfaction of receiving from our former students, in the form of letters and personal visits after they have left school, their thanks and appreciation for our efforts.

Many women who graduated from this school are in the hospital training schools of the State or have graduated therefrom. Some occupy teaching and administrative positions in our hospitals. Many more of our students are in colleges and professional schools scattered across the country.

The following colleges, among others, have among their students alumni of the Lincoln Preparatory School:

Harvard University
 Tufts College
 Massachusetts Institute of
 Technology
 Boston University
 University of Illinois
 University of Michigan
 Jackson College
 Purdue University
 University of Alabama
 University of Maryland
 Gordon College of Theology

Columbia University
 Simmons College
 University of Maine
 Clark University
 Connecticut State College
 Massachusetts State College
 University of Chicago
 Syracuse University
 Kirksville College
 of Osteopathy
 University of North Carolina
 University of South Dakota

In addition, our graduates are engaged in the various professions, such as Law, Medicine, Teaching, and Dentistry. Lastly, many are engaged in successful business activities and in public life.

Furthermore, the school has been of benefit to many who did not complete our graduation requirements but obtained here the credits necessary for college entrance or for some other specific purpose, having completed elsewhere part of their high school training.

FACULTY

In an evening school it is particularly essential that none but men of wide experience and high ideals be appointed to the faculty. Accordingly the faculty of the Lincoln Preparatory School has been very carefully chosen, all its members being graduates of the leading colleges and universities. They are men of culture and high ideals who are in sympathy with evening school students and understand their aims. They have had excellent training and wide experience in the subjects which they teach. Most of them have served with the institution for many years, and as a result of their personal devotion to the cause of education and their appreciation of the work this school is attempting, are naturally interested in its aims and success. The average length of the teaching experience of faculty members is twenty years. All of them are at present employed in the high and preparatory schools in Boston and vicinity or are engaged in graduate study.

STUDENT BODY

The students of the Lincoln Preparatory School are men and women of earnest purpose, who have come to recognize the value of education but who through force of circumstances have been unable to complete a high school course. The ages of the students range *from sixteen to fifty-one* with the average *age twenty-five*. This fact proves conclusively that at all ages educational opportunities may be used to increase personal satisfaction through the development of a taste for the better things in life or to bring about material advancement and increased financial rewards. Some students are attempting to increase their vocational opportunities; some are completing a high school education begun elsewhere but interrupted; some are beginning here their high school work; some are adding to their training cultural or practical subjects which were formerly omitted from their training. In fact, the school is ready to serve students of all ages at a point where they need real service.

The student body represents also men and women from all walks of life as may be seen from the occupational distribution given below.

OCCUPATIONAL SURVEY OF STUDENT BODY, 1934-35

Nurses	Newsboys	Housewives
Clerks	Real Estate	Insurance Agent
Salesmen	Saleswomen	Iron Worker
Painters	Shippers	Laborer
Restaurant Workers	Stenographers	Library Assistant
Attendants	Truck Drivers	Maid
Factory Workers	Bellboy	Mechanics
Managers	Butler	Milkman
Secretaries	Cashier	Operator
Porter	Chauffeurs	Packer
Students	Credit Reporter	Pharmacist
Teachers	Dairyman	Plumber
Bookkeepers	Engineers	Printer
Carpenters	Express Agent	Radio Technician
Chemists	Florist	Shoe Worker
Clerical Workers	Foreman	Supervisor
Engravers		

The following list of towns indicates the area from which the students of the school year 1934-35 came.

GEOGRAPHICAL DISTRIBUTION OF STUDENTS

Arlington	Fayville	Roslindale
Arlington Heights	Forest Hills	Roxbury
Ashmont	Jamaica Plain	Salem
Atlantic	Lawrence	Saugus
Auburndale	Lynn	Sharon
Belmont	Malden	Somerville
Boston	Mansfield	South Boston
Brighton	Mattapan	Squantum
Brockton	Medford	Waban
Brookline	Melrose	Wakefield
Cambridge	Methuen	Walpole
Charlestown	Milton	Waltham
Chelsea	Needham	Watertown
Concord	Needham Heights	Waverley
Dedham	Newton	West Newton
Dorchester	Newton Upper Falls	West Roxbury
East Boston	Newtonville	Winchester
East Braintree	Norwood	Woburn
East Walpole	Quincy	Wollaston
East Weymouth	Reading	Wrentham
Everett	Revere	

INFORMATION REGARDING ADMISSION

ADMISSION REQUIREMENTS

Any man or woman of good moral character, regardless of occupation, race or creed, who has completed at least six grades of a grammar school, or the equivalent, may enroll in the school.

Courses adapted to the needs and education of such applicants are offered each term. It is not advisable, however, for one younger than fifteen years of age to register, for the courses are adapted to those who are more mature and are physically able to work during the day and to study at night.

Students who do not intend to enter higher institutions of learning may select from the offering of courses a special combination of subjects which will benefit them in the work in which they are engaged during the day. Before enrolling for such subjects, students are urged to see the Principal, explaining the particular nature of the employment in which they are engaged, so that he can arrange the course best suited for their needs. Special combinations of courses may be selected to embrace business, science, or special technical work.

ADMISSION WITH ADVANCED STANDING

Students who have completed any high school work in other approved institutions may obtain credit for that work towards the diploma of this School by presenting a certified transcript of record from the school previously attended.

LATE REGISTRATION

Students should avoid late registration. It is of fundamental importance that they be present at the first class sessions if they are to be successful in their studies for the year. Those who find it necessary to register late may be permitted to enter the School provided they have not lost so much work as to render it impossible for them to proceed with the courses.

TUITION AND OTHER FEES

FULL COURSES

One subject \$30.00 (one half payable at registration; one half payable at mid-term).

Two or more subjects \$30.00 per subject (payable in equal monthly instalments throughout the duration of the term).

For students entering in September the duration of a full course is 32 weeks. During the Winter and Summer Terms, however, the courses are abbreviated to 20 weeks and 16 weeks respectively, but the work is carried on more intensively and the same ground is covered, primarily by means of a longer period in the classroom. Hence, all charges are on a course basis; that is, the cost for every full course is \$30, regardless of the term in which it is taken.

HALF COURSES

One subject \$15.00 (payable on registration).

Two or more subjects \$15 per subject (payable in equal monthly instalments).

The duration of a half course is usually 16 weeks during the Fall and Winter Terms; 12 weeks during the Summer Term.

SPECIAL RATES FOR SCIENCES

*Biology	\$40.00	} (Payable in equal monthly instalments.)
*Physics	40.00	
*Chemistry	40.00	

*In the case of Biology and Physics there will be added to the first payment a \$5 Lab. Fee. In the case of Chemistry there will be added to the first payment a Lab. Fee of \$5 and a Lab. Deposit of \$5. The unused portion of the latter is refunded after deductions for breakage.

In the case of students taking Typewriting there will be added to the first payment a Typewriter Fee of \$5.

No deduction is made from charges because of late enrollment.

Students whose tuition fees, exclusive of laboratory charges, are more than \$15.00 and less than \$75.00 and who at registration pay their charges in full for the school year will receive a cash discount of 10%.

Students whose total tuition fees, exclusive of laboratory charges, are \$75.00 or in excess of that amount will receive a cash discount of 10% by paying their fees in two equal instalments; the first at registration and the second at mid-years.

CHARGES FOR PARTIAL ATTENDANCE

In the event of a student's withdrawal from school, he is charged on a *pro rata* basis for the weeks he has attended. These charges are as follows:

32 week courses—4% of the total charges for each week of attendance.

20 week courses—6% of the total charges for each week of attendance.

16 week courses—8% of the total charges for each week of attendance.

The same charges are applicable in the event that a student abandons a part of his program.

MISCELLANEOUS FEES

The fee for a special examination regularly scheduled is \$3.00.

The diploma fee is \$3.00.

For tutoring rates apply at office.

CHARGES FOR DAMAGES

Students who damage apparatus in the laboratories or who wilfully destroy school property will be responsible for the replacement of such damaged articles or for the cost of replacing where this is undertaken by the school.

WITHDRAWALS AND REFUNDS

Students who are forced to withdraw from a course or from the school are expected to notify the school office by completing the withdrawal blanks which will be furnished.

Since the school assumes the obligation of carrying the student throughout the year for which he registers, and since the instruction and accommodations are provided on a yearly basis, the Executive Council of the University has ruled as follows:

- A. Applications for refunds must be presented within forty-five days after withdrawal from school.
- B. Refunds in the case of complete withdrawal from school will be granted by the Committee on Withdrawals for reasons which they deem adequate. Among the reasons deemed adequate are the following:
 - (a) Personal illness.
 - (b) Change of employment by direction of employer whether in the schedule of time or in place of employment.
 - (c) The situation where the student becomes the sole or partial support of the family, so as to make it impossible for him to continue his studies.
 - (d) Loss of position.
 - (e) Change of residence.
 - (f) A voluntary change of employment, the hours or the residence being such that he is unable to continue attendance.

In all the above cases it is expected that a medical certificate, letter from employer, or other appropriate substantiating documentary evidence will be produced by the student.

INFORMATION REGARDING PROGRAM AND GRADUATION REQUIREMENTS

HOURS OF ATTENDANCE

When assigning a program for a student the school officers usually assign work which requires attendance for *only two evenings a week*. Following is the general arrangement for the completion of a course in each term of the school year.

All classes are scheduled to meet between the hours of seven p.m. and ten p.m.

Each term a schedule is prepared listing the courses to be offered and the hours at which they meet. A copy may be obtained on request.

THE UNIT SYSTEM EXPLAINED

Frequent reference is made in this catalog to "units" and that there may be no misunderstanding in the minds of students, this explanation is offered. A unit of high school credit is given upon the satisfactory completion of the work of one school year in a single standard subject, the equivalent of which is covered by this school in thirty-two weeks or in the intensive courses of twenty and sixteen weeks offered in the Winter and Summer Terms respectively. The following exception is to be noted: Four full courses in English total three units towards graduation or towards college entrance.

FALL TERM (32 WEEKS)

One full-unit course requires attendance for one hour twice a week. Students may carry one, two, or three courses during this term.

WINTER TERM (20 WEEKS)

One full-unit course requires attendance for one and a half hours twice a week. Students may carry one or two full-unit courses during this term.

SUMMER TERM (16 WEEKS)

One full unit course requires attendance for one and a half hours twice a week. Students may carry one or two full-unit courses during this term.

COURSES OF STUDY

List of Courses Offered (Arranged Alphabetically)

Algebra 1	Geometry (Plane)
Algebra 2	Geometry (Solid)
Arithmetic A	German 1
Business Arithmetic	Government
*Biology	History A (Ancient)
Bookkeeping	History B (European)
*Chemistry	History C (English)
Commerce and Industry	History D (U. S.)
Business Law	Latin 1
Economics	Latin 2
English A	Latin 3
English 1	Latin 4
English 2	*Mechanical Drawing
English 3	*Physics
English 4	Shorthand
French 1	Spanish 1
French 2	Spanish 2
French 3	Trigonometry
	Typewriting

*These courses meet only once a week; all other courses meet twice a week, usually on Tuesdays and Fridays.

HOW TO PLAN YOUR PROGRAM OF CLASSES

In choosing subjects each term students should bear in mind:

- (a) The requirements for graduation from the Lincoln Preparatory School. These are given on page 24.
- (b) The admission requirements of the higher institution they wish to enter. Catalogs of most colleges are on file at the school office. In case of doubt, consult these and talk with the principal.
- (c) The special requirements for various professions and vocations.
- (d) Their special interests in case courses are chosen from the cultural point of view.

It is especially important to meet the requirements for graduation so that a diploma may be obtained. Most colleges not only require fifteen units of high school work, but also insist that the student be a graduate of a recognized high school. Moreover, in business and in everyday life it means infinitely more to say one is a high school graduate than merely to say one has completed fifteen units of high school work.

HOW LONG WILL IT TAKE TO OBTAIN A DIPLOMA?

The flexible schedule and the twelve months' operation of the Lincoln Preparatory School enable a student to save considerable time. The exact time that it will take to obtain a diploma is dependent upon credit from former institutions attended, hours available for study, and the number of courses pursued. A student who begins his high school work in the Lincoln Preparatory School can complete his course in from three to five years. However, it is urged upon students that *a high school education is a matter of accomplishment and not a matter of time*, and the school insists on a high standard of accomplishment.

ADMISSION TO COLLEGE

Since the Lincoln Preparatory School offers a regular course for those who wish to enter college, a student, according to his record and his plan of procedure, may enter college in one of the following ways:

- (a) **By diploma.** Certain colleges will admit students on the diploma from this school. Among these colleges are all those that accept a standard high school diploma.
- (b) **By examination.** A few colleges, notably Harvard, Yale, and the Massachusetts Institute of Technology, require certain examinations from all candidates. This school prepares students for all college entrance examinations and for the examinations of the College Entrance Examination Board.
- (c) **By certificate.** The school is accredited by the New England College Entrance Certificate Board. Some of the colleges which accept the certificate of this school are Amherst, Bates, Bowdoin, Colby, Massachusetts State College, Clark, Middlebury, Tufts, Wesleyan, and Williams. Generally speaking, *institutions that accept students by the certificate method will accept the certificate of this school. The certificate grade is 80%.*

REQUIREMENTS FOR GRADUATION

The diploma of the Lincoln Preparatory School is granted on the completion of fifteen units of work, of which at least four must have been earned in the Lincoln Preparatory School. In addition, each student must have completed in this school or elsewhere the required subjects for the diploma for which he is a candidate.

CURRICULA

COLLEGE COURSE DIPLOMA

A. For admission to Liberal Arts Colleges.

This course prepares for entrance to such colleges and universities as Harvard, Yale, Dartmouth, Bowdoin, Tufts, Amherst, Wesleyan, Boston University, and Princeton.

Required:

	Units
College Preparatory English	3
Algebra	2
Plane Geometry	1
French, or German, or Spanish	2
Physics, or Chemistry, or Biology	1
U. S. History	1
Latin, or Greek	3
	<hr style="width: 10%; margin-left: auto; margin-right: 0;"/> 13

Elective:

The remaining two units may be selected from the following:

	Units
Spanish	2 to 3
Latin	1
French	2 to 3
European History	1
Ancient History	1
Solid Geometry	$\frac{1}{2}$
Trigonometry	$\frac{1}{2}$
Chemistry, or Physics, or Biology	1

One unit of a foreign language is not acceptable for credit.

Language and Mathematics requirements vary somewhat for entrance to the different colleges. This is especially true of the Latin requirements. Some colleges require three entrance units in either French or German. It is the student's responsibility to meet the requirements of the college he elects to enter.

In addition, other electives may be permitted by special consent provided they are acceptable by the college to which the student seeks entrance.

B. For admission to Scientific Colleges.

This course is for those who contemplate entrance to such institutions as Massachusetts Institute of Technology, Cornell, University of Maine, Worcester Polytechnic Institute, Tufts Engineering, Northeastern Engineering, etc.

Required:

	Units
English.....	3
French, or German, or Spanish.....	3
Algebra.....	2
Plane Geometry.....	1
Physics, or Chemistry.....	1
U. S. History.....	1
	<hr/>
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Language and Mathematics requirements vary somewhat for entrance to the different colleges. It is the student's responsibility to meet the requirements of the college he elects to enter.

Elective:

Subjects may be selected from either the Required or Elective List of the Classical Course to make up the necessary fifteen units.

One unit of a foreign language is not acceptable for credit.

General Course Diploma.

The General Course offers a general education and also, if the right selection of subjects is made, enables students to enter certain colleges. A wide selection of subjects is possible but choice of many college preparatory subjects should be made.

Required:

	Units
English.....	3
Algebra I.....	1
U. S. History.....	1
Physics, or Chemistry, or Biology.....	1
	<hr/>
	6

Elective:

The remaining 9 units may be selected from the following:

	Units
Ancient History.....	1
French, or Spanish, or German.....	2 to 3
Chemistry.....	1
Physics.....	1
European History.....	1
Plane Geometry.....	1
Mechanical Drawing.....	1
Bookkeeping.....	1
Business Arithmetic.....	$\frac{1}{2}$
Business Law.....	$\frac{1}{2}$
Economics.....	1
Commerce and Industry.....	$\frac{1}{2}$
Civics.....	$\frac{1}{2}$

or from any college preparatory subjects offered by the School.

One unit of a foreign language is not acceptable for credit.

COMMERCIAL COURSE DIPLOMA

Required:

	Units
English.....	3
Algebra.....	1
Bookkeeping.....	1
Economics.....	1
Business Arithmetic.....	$\frac{1}{2}$
Business Law.....	$\frac{1}{2}$
Foreign Language.....	2
U. S. History.....	1
Shorthand.....	1
Typewriting.....	1
	<hr/>
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Elective:

The remaining three units may be selected from the following:

	Units
Spanish.....	2 to 3
French.....	2 to 3
Latin.....	2 to 4
German.....	2 to 3
History (English, European or Ancient).....	1 to 3
Government.....	1
Physics.....	1
Chemistry.....	1
Biology.....	1

or from any other high school subject offered by the school.

One unit of a foreign language is not acceptable for credit.

SPECIAL PROGRAM FOR CANDIDATES FOR THE NURSING PROFESSION

The State Board of Registration in Medicine and the Board of Registration of Nurses has ruled that a high school education or its equivalent is a pre-requisite for admission to hospital training schools.

The high school certificate must show the completion of fifteen units accepted by the high school in meeting graduation requirements. These fifteen units are to be as follows:—

<i>Prescribed</i> (6 units)			
English	3 units	(4 years)	
U. S. History and Civics	1 unit		
Mathematics (Algebra and Plane Geometry or	2 units	{	I unit of each will not accepted.
Science	2 units		
<i>Limited Electives</i> (6 Units selected from the following)			
Foreign Modern Language	2, 3, or 4 units		
Greek or Latin	2 or 3 units		
Social Studies (History, Economics, Etc.)	1 or 2 units		
Mathematics (Algebra, Geometry, Arithmetic, Bookkeeping, Etc.)	1 unit		(or 2 units if not offered before.)
Science (Biology, Physics, Chemistry Etc.)	1 unit		(or 2 units if not offered before.)
Commercial Subjects (Shorthand, Business Law, Etc.)	1 unit		
Practical Arts (Home Economics, Dietetics, Etc.)	1 unit		
<i>Free Electives</i> (3 units)			

These three units may consist of any work which the high school accepts as meeting its graduation requirements.

An officer of the school will be glad to arrange a program so that these electives will be judiciously chosen, not only to aid the student in the subsequent subjects, but to meet the requirements of other states with whom a reciprocal arrangement exists with the state of Massachusetts.

For those already engaged in the profession of nursing, attention is directed to facilities which are available to those who have not completed a high school education in accordance with the above demands. New regulations have been formed regarding institutional promotion and regarding teaching and administrative positions in hospitals, and while such legislation is not retroactive, it will certainly prove helpful to those who already occupy such positions to be adequately equipped for advancement and promotion in the event of transfer.

The work conducted by the Lincoln Preparatory School is acceptable to Massachusetts hospitals and to the State Board of Registration in Medicine.

PREPARATORY COURSE FOR LOWELL INSTITUTE AND LINCOLN INSTITUTE

The Lincoln Preparatory School has organized a special course for preparation for Lowell Institute examinations and for entrance to the Lincoln Institute. This course covers Elementary and Intermediate Algebra, Plane Geometry, Trigonometry, Elementary Engineering Drawing and Mechanics. During the summer, a complete course in Physics is offered. Attendance is necessary during the normal school year of thirty-two weeks for three evenings a week on Tuesdays and Fridays from 7-10, and on Wednesdays from 7-9. The ground covered by this program meets the demands of the Lowell Institute entrance examinations. By completing the course in Physics during the Summer Term, a student will be awarded advanced standing credit for the Freshman year of a four-year curriculum in the Lincoln Institute. The cost for the period of thirty-two weeks is \$90, payable in four payments, or \$94, payable monthly.

OUTLINES OF COURSES

Note: The courses of the School are arranged in "units."

A unit is ordinarily the amount of work covered in a single subject taken four or five times a week for a year in a standard day high school.

In this School a unit may be covered in each subject in thirty-two weeks. See page 21 for explanation of unit system.

Students carry one, two or sometimes three subjects at a time. Fifteen units, properly selected (see pages 24 and 25), are required for graduation.

The high school courses described below are the equivalent of similar courses offered in a standard day high school.

The Lincoln Preparatory School reserves the right to change the arrangement of courses, the requirements for graduation, tuition fees, and other regulations affecting the students. Such regulations will affect both old and new students.

ENGLISH

The fundamental purposes of the department are to give the student efficient training in grammar in order to afford a sound basis for correct speech and writing; to instill correct principles of constructing sentences and paragraphs; to help him enlarge his vocabulary and to acquire an interest in words; to train him in the elements of logic as related to the organization and expression of thought; to teach him how to study; to impart an elementary knowledge of the types and the history of English literature; and to aid him in forming a taste for good literature and a genuine appreciation thereof.

English A. This is an elementary course for the student who, not having completed grammar school, desires to prepare himself for English courses of high school grade. It is concerned mainly with elementary grammar and sentence-structure. This course carries credit for eighth grade work in English.

English 1. This course is designed to bridge the gap between grade and high school English. Fundamentals of English grammar, the correct sentence, the more important rules of spelling and punctuation, simple compositions — especially the letter — and an introduction to literary selections as models for voluntary reading are presented.

English 2. This course marks the beginning of a more intensive study of English, both as a tool and as literature. Functional grammar, development of the paragraph, careful planning of themes, and a beginning of the critical study of literary forms, both poetry and prose, form the basis of the course.

English 3. This is an advanced course in composition including precis-writing and the structure of paragraphs and sentences. There is a rapid review of grammar and punctuation. The essay, the drama, and the short-story are studied in some detail.

English 4. This is a college-preparatory course in composition and literature, with a thorough review of the fundamentals, and special attention to the classics prescribed by the College Entrance Examination Board for intensive study.

English C. (Conversation.) This is a practice course for foreign-born students who wish to overcome difficulties in English and for those others who wish to benefit from the work conducted. Its purpose is to develop accurate enunciation, to cultivate good voice support, to promote ease and grace in reading and speaking, to add new words and idioms useful in ordinary conversation, to minimize errors in spelling by thorough drill in phonetics, to train the ear in quick appreciation of spoken English by practice in taking down dictation. This course does not carry credit towards the Preparatory School diploma.

LATIN

Exercises in translation at sight begin with the first lessons in which Latin sentences of any length occur, and continue throughout the course to insure correct methods of work on the part of the student. In the translations of passages from the Latin, the use of clear and natural English is insisted upon. Reading aloud is encouraged. The work in Latin Composition aims to give the student a thorough knowledge of the fundamental principles of Latin syntax. It has been found advantageous to use a double system of note-books, calling for special written work from the student. This work deals with Latin forms, principles of Latin syntax, writing of English-Latin sentences, and finished translations of selected passages from the Latin. These courses in Latin fulfill the requirements of college entrance examinations.

Latin 1. Exercises in translations, English-Latin, Latin-English. Drill in Latin forms, drill in Latin syntax. The course aims to give the student a thorough knowledge of the fundamental principles of Latin syntax.

Latin 2. The Latin reading is not less in amount than Caesar, Gallic War, I-IV. This amount of reading is taken from Caesar (Gallic War and Civil War), Nepos (Lives), Aulus Gellius, Eutropius, Phaedrus, Quintus Curtius Rufus, and Valerius Maximus, or books of selections containing some of these with other authors of prose works. Special attention is given to sight translation, to vocabulary study, to the Latin Word List, which contains those words the student is expected to know at the end of two years of the study of Latin. There is continued drill in Latin syntax and in Latin forms. This course in second year Latin aims to meet the needs of those students who plan to enter colleges that require only two years of Latin.

Latin 3. The Latin reading is not less in amount than Cicero, the orations against Catiline, for the Manilian Law, and for Archias. This amount of reading is selected from Cicero (orations, letters, and De Senectute), Sallust (Catiline and Jugurthine War). The reading for the year includes selections from such authors as Pliny, Livy, or books of selections containing these and other authors of prose works. Special attention is given to the study of passages of Latin prose set for comprehension. The course aims to cultivate in the student the ability to render unseen passages of Latin prose into clear and natural English, as well as the ability to write simple Latin prose. Due attention is given, therefore, to vocabulary study, to the Latin Word List, which contains those words the student is expected to know at the end of three years of the study of Latin. The political and social life in Rome in the time of Cicero is studied.

Latin 4. The reading is not less in amount than Virgil Aeneid, I-IV. This amount of reading is taken from Virgil (Bucolics, Georgics, Aeneid), Ovid (Metamorphoses, Fasti, and Tristia), or from books of selections containing poems or extracts from other poets. Special attention is given to the study of passages of Latin verse set for comprehension. The course aims to cultivate in the student the ability to render unseen passages of Latin verse into clear and natural English, as well as the ability to write simple Latin prose. Due attention is given, therefore, to Latin forms, Latin syntax, to vocabulary study, to the Latin Word List, which contains those words the student is expected to know at the end of four years of the study of Latin. Literary and historical allusions, prosody, and questions on subject matter are studied.

FRENCH

The courses in French are planned with the purpose of giving the students (1) an appreciative comprehension of French, both as literature and as a spoken language; and (2) a sufficient knowledge to fit them for advanced work. The essentials of the grammar are mastered by continued drill and constant application. The attainment of good pronunciation receives careful attention, and from the beginning the student is trained to understand spoken French.

French 1. The text books are "Elementary French" by Aldrich-Foster-Roule, and Spink's "Le Beau Pays de France."

1. Pronunciation. Reading aloud. Oral Practice.
2. Grammar. Practice in the form and use of nouns, pronouns, adjectives, regular and some common irregular verbs.
3. Translation. Much oral and written translation of English into French, and oral translation of French into English.

French 2. "Elementary French" by Aldrich-Foster-Roule is continued and should be completed, covering the elements of grammar and syntax, with great emphasis upon forms and practice in their use in written composition. Frequent review lessons help to make the student familiar with the essentials.

Ford and Hicks's "A New French Reader" provides selections from the works of well-known French authors and gives a useful vocabulary of common words.

French 3. Carnahan's French Review Grammar is used for translation into connected prose. Buffum's "French Short Stories" and some of the French classics, are read and translated.

SPANISH

It is intended in the first year that the student shall master thoroughly basic forms and the elementary grammar principles, acquire a correct pronunciation by considerable oral drill, learn to write, understand, and speak simple Spanish through composition, dictation, and conversational exercises of graded difficulty, and develop some facility in reading and translating examples of Spanish literature.

In the second year fundamentals of grammar are thoroughly reviewed and the student's vocabulary broadened by more difficult reading. Practice in the use of idiomatic Spanish is continued by means of exercises in composition and conversation.

Spanish 1. Hills and Ford "First Spanish Course" is used as a grammar and composition book. Forms, vocabulary, and drill in grammar principles are stressed.

Simple collections of short stories are read at first such as "Cuentos Contados" by Pitarro and Green, followed by somewhat more difficult tales and plays like "Zaraqueta" by Carrion and Aza, "El Pajaro Verde" by Valera.

Spanish 2 Hills and Ford "First Spanish Course" is reviewed and completed. Emphasis is placed upon the accuracy of the student's composition work and mastery of the verbs, both regular and irregular. Hills and Reinhardt's "Spanish Short Stories" is used as an introduction to modern Spanish literature.

GERMAN

At the end of the elementary course in German, the pupil should be able to read at sight, and to translate, if called upon, by way of proving ability to read, a passage of very easy German prose. He should be able to put into German, short English sentences taken from the language of every-day life, and to answer questions upon principles of German grammar. The course aims to meet the needs of those students who are seeking a general knowledge of German, as well as to meet the needs of those students who are planning to take the college entrance examinations.

German I. Work during the first year includes:

1. Drill upon pronunciation.
2. Drill upon principles of German grammar and German forms. A careful study is made of the use of the more common prepositions, the modal auxiliaries, and word-order.
3. The reading of from 75 to 100 pages of graduated texts from a reader, Storm's "Immense," or from the works of German writers listed by the College Entrance Examination Board in their Definition of Requirements. Every student is expected to memorize at least two German poems.

German II. During the second year the work comprises:

1. The reading of 150 to 200 pages of literature in the form of stories and plays, selected from the works of German writers, listed by the College Entrance Examination Board in their Definition of Requirements. This list includes such works as Gerstacker's "Germelshausen," Jensen's "Die Braune Erica." Students who are preparing for a scientific school are expected to do work in a scientific reader.
2. Practice, as before, in the translation into German of easy variations upon the matter read, as well as the reproduction in German of English sentences illustrating fundamental principles of German grammar. Review of German forms. Every student is expected to memorize several German poems.

HISTORY, GOVERNMENT, ECONOMICS

The aim of the department is to give a broad knowledge of vital conditions in the growth of the leading countries of the world. This includes the study, not only of important historical facts, but more especially of the progress of development in government, society, business, religion, and education. The past is studied that the present may be better understood.

History C. (English.) The roots of American history lie in England. We owe to her our language, our institutions, and much of the characteristic tone of our national life. The recognition of this involves no disregard of the contributions of other racial elements to our many-sided American life. The great political instruments which mark the progress of the English nation, "with painful steps and slow," toward the status of a free people — Magna Carta, Petition of Right, Bill of Rights, Habeas Corpus — are written into our own charters of indefeasible political right. But the history of England is of interest by and for itself. The unfolding drama of a people, now submerged by barbarian invasions, now revitalized by currents of Christianity and civilization from the continent, traversing the gristle of young nationhood finally to attain to full political growth as creators of a vast empire and one of the three or four great races in the history of the world — this evolution of a great, free people has a peculiar fascination for the student of history.

History D. (United States.) A careful and comprehensive study is made of United States History, including not only the story of earlier times, but also an analysis of events from the Civil War down to and including our own times. Special reference is made to the social and industrial development of the country, economic progress, sources and effects of immigration, and of American government. The course is designed to cover the requirements of the College Entrance Examination Board.

History B. (European.) The World War has intensified the interest of the student of history in the conditions which generated that tragic event. The clash of national aspirations, the operation of racial antipathies and jealousies, the titanic struggle for world markets, the alignment of the great powers in hostile groups, the shifting center of balance of power — all these are elements in the great European drama, the culmination of which was the greatest war in history. Less spectacular but not less significant are the manifold activities of the peoples of Europe — social, economic, religious — during the period covered by the course. The key to an understanding of these forces which have transformed the lives of the people while altering the map of Europe is found in the history of the past three hundred years. The opening years of the seventeenth century when the first of the Stuarts occupied the throne of England and the way was being prepared for the reign of the great Louis XIV in France mark the beginnings of this study. A knowledge of the history of Europe prior to 1600, without which a proper understanding of modern European history would be impossible, is given by the instructor in brief lectures.

History A. (Ancient.) This course devotes one term to the study of the Ancient Orient and Greece as far as the death of Alexander and the break-up of his empire, with the expansion of Greek culture in the Mediterranean world. The second term is devoted to the study of the history of Rome to the year 476 A.D. The course emphasizes the characteristic elements of these civilizations. The work calls for the study of an accurate historical text-book, in which not less than 500 pages of text are devoted to the particular

subject. Special attention is given to map study. The work is supplemented by a topical study of outstanding phases of the history of the period, including growth of institutions historic characters, outstanding events and periods. The work calls for consultation of standard writers on Ancient History, especially books of Readings in Ancient History. The aim of the course is to meet the needs of those students who are seeking a general knowledge of the subject as given in a High School, to prepare students for the examinations that are given by the College Entrance Examination Board as defined in the Definition of Requirements, published by the Board.

Government 1. The forms of our local and state governments are taken up first. These are followed by a careful analysis of the Constitution of the United States, showing the relationship of the executive, legislative, and judicial branches of our National Government.

During the second semester a study is made of the principal nations of Europe, and in addition the smaller nations where innovations may make investigation of governmental methods worth while. Because of constant comparison with United States Government, Government 1-A is a prerequisite.

Economics 1. The origin and development of our industrial system, and an analysis into its component parts, together with the economic phenomena accompanying them. It is intended to make economics of practical value in everyday life.

During the second semester the course embraces the reform and improvement of our industrial system: taxation, the tariff, international trade, transportation, labor and capital, public ownership, wages and profits, and other current economic problems are treated.

MATHEMATICS

The courses in mathematics are planned to meet the needs of all secondary students. They afford an opportunity for preparation in the mathematical processes which are necessary for success in industrial, commercial, or professional careers. They are intended (1) to acquaint the student with such mathematical processes and methods as he is most likely to need in the successful pursuit of other studies and in the various trades and occupations; (2) to prepare the student for the successful pursuit of the more advanced branches of mathematics in technical schools and colleges.

Arithmetic A. This is an elementary course on the four fundamental operations, factors, and simple processes in preparation for Arithmetic 1-A. This course does not carry credit towards the diploma of the Lincoln Preparatory School.

Arithmetic 1. For a description, see Commercial Subjects.

Algebra 1. This course introduces the student to: (1) the positive and the negative number; to its application in the four fundamental operations leading up to the solving of formulas and equations, both linear and fractional in one and two unknowns; (2) the function and the graph for both pictorial representation and the solving of equations; (3) the literal number and the study of problems.

Algebra 2. Review of Elementary Algebra with more difficult problems. Quadratics and simultaneous quadratic equations with applications, progressions, binomial theorem, logarithms, and that part of Trigonometry required by the College Entrance Examination Board in its examination in Elementary Algebra.

Geometry 1. The five books of Plane Geometry are studied. The numerous original exercises stimulate the power to reason clearly and to derive logical proofs. Special attention is given to those who expect to take college entrance examinations. This course meets College Entrance Board requirements.

Geometry 2. This course comprises the standard theorems in solid and spherical geometry. Stress is laid upon numerical exercises involving mensuration of solid figures. The work is designed primarily for those who are preparing for college. This course meets College Entrance Board requirements.

Trigonometry 1. This course is intended for those who wish to offer trigonometry for college entrance, or for those who intend to take up engineering.

DRAWING

Mechanical Drawing 1. The fundamentals, such as lettering, geometrical problems, orthographic projections, and development and intersection of surfaces, are covered. Much attention is given to the proper use of the various drawing instruments. A credit towards college entrance will be granted upon the completion of sixty-five problems. All the work is individual and admits of progress according to the student's ability.

SCIENCE

Biology 1. The course aims to survey the major divisions of the science of living matter and to acquaint the student with the occurrence, anatomy, and physiological activity of both plants and animals. The economic significance of the several groups of organisms is stressed with the purpose of indicating the intimacy of their relation to human affairs.

The lectures serve also to correlate the textual material with the study of the laboratory specimens, furnished either in a fresh or preserved condition. These include typical forms illustrating the development series of algae through flowering plants, of protozoans through vertebrates. The gross dissections are supplemented by microscopic examination. Careful observation and clear, accurate records are points of training which the student may expect to cultivate.

The course is suggested for those desiring a cultural background in biologic thinking and as a scientific basis for candidates to the nursing and medical professions. An understanding of chemical concepts will assist the student in mastering biological principles.

Physics 1. This course is planned to meet the needs of two groups of persons: those who require Physics for entrance to a college or a technical school and those who may wish an introduction to the subject for other purposes. In the latter group may be included candidates who wish to improve their daily work by this study or to gain a better understanding of many of the natural phenomena or products of human activity which they can observe from day to day. As far as circumstances permit, attention will be given to the use of correct scientific methods of working, which should be of value in the student's further study or other work.

During the general class period there are discussion of principles, demonstration experiments performed by the instructor, and solution of many numerical problems. In the time devoted to laboratory exercises, the student works out assigned experiments. On these he submits reports.

Mechanics, heat, magnetism and electricity, sound and light are studied.

It will be greatly to the advantage of the student if he has finished at least the first year's work in algebra and a course in plane geometry before he begins this course in Physics; though students who have not completed such mathematical preparation may be admitted to the course if they give satisfactory promise of succeeding with it.

Since Physics may properly be regarded as a foundation for other sciences, it is suggested that the student plan to study this subject as soon as he has finished the needed general and mathematical preparation.

Chemistry 1. This course, like the corresponding one in Physics, has the two-fold aim of preparing the student in chemistry for entrance to any college or technical school and providing a general introduction to the subject for other purposes.

There are class discussions of chemical principles and of chemical materials, solution of numerical problems, practice in such exercises as writing of equations, demonstration experiments carried through by the instructor. The student does assigned experiments in the laboratory and writes reports of his work.

The more important elements, both non-metallic and metallic, as well as numerous compounds, are studied. Important laws and hypotheses of chemistry are constantly stressed.

Unless there is urgent reason for following a different order, the student is advised to arrange his succession of courses in such way that Chemistry will be preceded by a study of Physics. An appropriate course in the latter subject is listed in this catalog.

COMMERCIAL SUBJECTS

It is the aim of this department to give its students a good understanding of the fundamental principles of business practice. The courses are not extremely detailed, but give a broad view of the customs and scope of modern business. The courses in bookkeeping should qualify anyone who completes them to keep an actual set of accounts for a single ownership or a partnership business. The other subjects are more general in their nature, giving a survey of the field of business.

Arithmetic 1. The aim of the course is to secure a combination of speed and accuracy in the essential arithmetical calculations used in business. A thorough review of elementary principles is given, followed by a detailed study of fractions, decimals, aliquot parts, percentage, interest, bank discount, commission, payrolls, insurance, brokerage, taxes, estimating grain and lumber supplies and other practical phases.

Bookkeeping. This is a course intended to train the student in the art of properly recording the simpler transactions of business according to the elementary principles of accountancy. The books used are the cash book, the purchase book, the sales book, the journal and the ledger. After the first month the check book and bank book are introduced. The trading and profit and loss statements and statements of resources and liabilities are made as simple as possible and instructions are given with great fullness and detail.

The work of the second half of the course trains the student to keep a set of books illustrating a wholesale business. At the beginning the firm consists of two persons; later additional partners are admitted. The business of a wholesale grocery house is represented, but the methods and practices set forth will apply to a wholesale or jobbing house in almost any other line, such as dry goods, notions, clothing, boots and shoes, hats and caps, men's furnishings, millinery, etc. The purpose of the course is to qualify the student thoroughly to keep any set of commercial accounts.

Business Law. A course in the elements of business law, covering such subjects as contracts, agency, sales, bailment, negotiable instruments, partnerships and corporations. The intent of the course is only to help one to keep out of pitfalls, and to know when professional services are necessary.

Commerce and Industry. A study is made of the various countries in relation to their commercial intercourse. The student is familiarized with the principal waterways, cities, products, imports, exports, etc.

Economics—see page 33.

Spanish—see page 31.

Typewriting. This course embraces the correct fingering of keys by the touch system; it deals with the cleaning, oiling, and adjusting of the machine. Practice work entails typing of forms and business documents, transcribing shorthand notes, preparation of copies and duplicates, and preparation of reports.

Shorthand — Theory and Transcription. This course demands a good foundation in English. The Gregg System of shorthand is taught by a thorough mastery of a shorthand alphabet and the principles of joining vowels and consonants until the power to record sentences is developed. Proficiency and speed of execution follow from further training in word-signs, phrases, etcetera, with special attention to a business vocabulary. Letters, carefully graded, are given to develop the ability to take various types of business letters and other material appropriate to the business and technical world.

Progressively through the course the material indicated above is used as the basis of Transcription in conjunction with the work in Typewriting.

ADMINISTRATIVE REGULATIONS

SCHOOL YEAR

Students may begin classes at three distinct times in the school year: September, January, and June, and select courses suited to their individual advancement. Students entering in September carry a program which lasts until May; students entering in January report between January and May; and there is, in addition, an intensive summer course of sixteen weeks from June to September. The work is so conducted that in any of the three periods mentioned above the student may complete a full year of high school work in any subject. By attending full calendar years, a standard four-year high school course may be completed in from three to five years, according to the number of subjects studied by the student. For details regarding program see page 24.

SESSIONS

The school sessions are held on week-day evenings between 7 and 10 o'clock. There are no classes on Saturdays. A student's schedule may include one, two, or three evenings a week according to the subjects he selects. *As a rule, subjects are scheduled for two evenings a week.* A full-year course requires attendance for one hour, two evenings a week, during the normal school year, or requires attendance for an hour and a half two evenings a week during the winter and summer terms. Half-courses are generally completed within each semester, each usually requiring attendance for one hour, two evenings a week.

ATTENDANCE REQUIREMENTS

Attendance upon at least seventy-five per cent of the classes is required for admission to the examination.

EXAMINATIONS

Examinations are held throughout the term at the discretion of the instructors. Final examinations are required upon the completion of all courses. The following system of grading is used:

A Excellent	C Fair	E Conditioned
B Good	D Pass	F Failure

A student marked E (conditioned) may enroll in the advanced course in the same subject immediately following, but upon condition that he remove his deficiency by special examination early in the next term. A fee of \$3 is required for each such examination regularly scheduled.

A student receiving the grade of B is exempt from examination when applying for admission to the colleges composing the New England College Entrance Certificate Board. A list of these colleges is given on page 23.

GENERAL INFORMATION

LIBRARIES

The School has excellent facilities for study in the Northeastern University library and reading room, which is equipped with dictionaries, encyclopedias, and special texts for carrying on the work of the School effectively.

Students also have the privilege of taking books from the Boston Public Library and of using the library for general reference and reading.

TEXT BOOKS AND SUPPLIES

The Lincoln Preparatory School enjoys the facilities of the Northeastern University Bookstore which is a department of the University and is operated for the convenience of the student body. All books and supplies which are required by the students for their work in the University may be purchased at the Bookstore. In addition, the Bookstore also carries a large number of general supplies. The main store is located in Room 259, Main Building. A branch of the store is operated in Room 23, Huntington Building, in which not only school supplies, but also a variety of other articles are sold to meet the needs of students.

TUTORING

The School office is in touch with capable teachers who will give individual instruction at moderate cost to men and women who desire private lessons either for rapid emergency work, or in any courses which are not offered by the School. Arrangements regarding such work must be made through the School office.

RAILROAD TICKETS

Vouchers for half-fare tickets on the Boston Elevated Railroad are issued by the School office on the first, sixth, and eleventh Fridays of each term. The railroad systems entering Boston issue student's tickets to students under twenty-one years of age. Applications for these may be obtained at a railroad office and presented at the School office for signature.

OPPORTUNITIES FOR RECREATION

Men who are employed in offices or indoor occupations and who are pursuing a strenuous evening program of study should plan to take some systematic form of exercise in order that they may not impair their health and that they may do the most effective work.

The Lincoln Preparatory School, being housed in the Y. M. C. A. building, is particularly fortunate in being able to place at the disposal of its students at moderate rates unexcelled recreational advantages, the building having facilities in the nature of a gymnasium, swimming pool,

bowling alleys, billiard room, game rooms and social room where students may obtain recreational privileges to their liking. Students may come from their work at the close of the day to the University building and enter a gymnasium class, take a swim, use the bowling alleys, or engage in other recreational pastimes before class time and thus revive their energy for the evening's work.

In addition, in the program of the Young Men's Christian Association will be found ample opportunities for religious, club, and other social activities.

VISITORS

Visitors are always welcome at one class session in any department. Those ladies and gentlemen who wish to visit any of the classes should call at the School office and obtain a visitor's card signed by the Principal.

INTERVIEWS AND EDUCATIONAL GUIDANCE

Prospective students or those desiring advice or guidance with regard to any part of the school work or curricula, or who wish assistance in the solution of their educational problems, should note the fact that interviews are available without obligation, and that the officers of the school will do their utmost to see that a program is designed which is the most satisfactory for the individual student. In certain cases, other institutions may be recommended which suit the student's needs better. Furthermore it is important that those with educational problems to solve should realize the necessity for care in approaching educational work so that the program selected will be on the best educational basis.

LOCATION OF THE SCHOOL

The Lincoln Preparatory School is particularly fortunate in being housed in the building of the Boston Young Men's Christian Association, at 312 Huntington Avenue. In addition, it utilizes certain areas in the New Huntington Building next to Symphony Hall, and in the Laboratory Building of Northeastern University, which is situated in the rear of the main Young Men's Christian Association building.

The school is easily reached from the North and South Stations, from the various points of the Boston Elevated System, and by automobile. Ample parking facilities are available in the rear of the Main Building.

SCHOLARSHIPS

The Executive Council has made available a few scholarships to assist needy students of good mental capacity who because of financial limitations might be deprived of educational opportunities. These scholarships when awarded usually meet one-half of a student's tuition charges for the year.

THE LINCOLN SCHOOLS

EVENING SESSIONS

LINCOLN SCHOOL OF LIBERAL ARTS

A curriculum leading to the Degree of Associate in Arts (A.A.). Students may register for the degree program or for individual subjects of a cultural nature. Open to men and women. Advanced standing credit towards the Degree of Bachelor of Arts or Bachelor of Science offered by the College of Liberal Arts, Northeastern University, may be awarded to those men students who complete the requirements for the Degree of Associate in Arts.

LINCOLN TECHNICAL INSTITUTE

Courses leading to a diploma in the following fields of Engineering: Aeronautical, Architectural, Chemical, Civil, Electrical, Highway, Municipal, Mechanical, Sanitary, Structural. Students may register for individual subjects.

LINCOLN PREPARATORY SCHOOL

Fully accredited by the New England College Entrance Certificate Board. High school courses in the Classical, Technical, and Commercial fields. Prepares for admission to all colleges. Students may enter in September, January, or June. Open to men and women.

For further information regarding any of the above schools,
address

THE LINCOLN SCHOOLS

312 Huntington Avenue, Boston, Mass.

Tel. Ken. 5800

Huntington School

1935 - 1936

THE
HUNTINGTON
SCHOOL
for BOYS

An Urban Private Day School

*With the Advantages and Physical Facilities of a
Country Day School*

320 HUNTINGTON AVENUE
BOSTON, MASS.

FOREWORD

The Huntington School for Boys has as its primary purpose the adequate preparation of its students not only for entrance to but especially for success in the best colleges and universities. In this accomplishment the School has enjoyed a most creditable success.

The Huntington School has developed over a long period of years into a well organized and unified school, in which the outstanding factors are the excellence of the faculty, the results accomplished in preparing boys for college, the quality of the student body, and the splendid physical equipment.

This catalog sets forth in some detail what Huntington offers to boys of Greater Boston as a result of years of experience in preparing boys for college.

Within its pages we sincerely hope that our many friends, and the new friends whom we look forward to meeting and serving, will find such information as will be truly helpful in the solution of the very important problems which must be solved with boys who wish to go to college.

HUNTINGTON SCHOOL FOR BOYS

BOARD OF TRUSTEES

ROBERT GRAY DODGE, *Chairman*

FRANK LINCOLN RICHARDSON, *Vice-Chairman*

GALEN DAVID LIGHT, *Secretary and Treasurer*

TILDEN GRAFTON ABBOTT

WILMAN EDWARD ADAMS

WILLIAM CONVERSE CHICK

PAUL FOSTER CLARK

WILLIAM JAMES DAVIDSON

CARL DREYFUS

CHARLES FRANCIS EATON

HARRISON PRESCOTT EDDY

FREDERIC HAROLD FAY

EDWARD J. FROST

FRANKLIN WILE GANSE

CHARLES RICE GOW

ARTHUR STODDARD JOHNSON

SABIN POND SANGER

FRANK PALMER SPEARE

FRANCIS ROBERT CARNEGIE STEELE

OFFICERS OF THE SCHOOL

FRANK PALMER SPEARE, M.H., LL.D., *President*

GALEN DAVID LIGHT, A.B., *Treasurer*

EVERETT AVERY CHURCHILL, A.B., Ed.D., *Vice-President*

CHARLES HENRY SAMPSON, B.S., Ed.M., *Headmaster*

FACULTY

CHARLES HENRY SAMPSON, B.S., ED.M.
(University of Maine) (Harvard University)
Headmaster

CARL FERDINAND CHRISTIANSON, A.B.
(Wesleyan University)
History

PRESTON HARVEY, A.B.
(Bowdoin College)
Latin

FREDERICK CHARLES HOSMER, A.B.
(Boston University) (Harvard University)
Commercial Subjects
Faculty Adviser of The Huntington Record

PERCY EDWARD JONES, B.S.
(Boston University) (Sloyd Training School)
Mathematics, Mechanical Drawing

ROLAND LEO LEACH, A.B., ED.M.
(Tufts College) (Harvard University)
French and German

ERNEST MERRILL MOORE, A.B.
(Bates College)
Director of Physical Training
Mathematics

JAMES HARRIS MORSS, A.B., ED.M.
(Boston University) (Harvard University)
Supervisor of the Junior School

ALFRED LORING SKINNER, A.B.
(Harvard University)
Mathematics

FACULTY (Continued)

WILLIAM SAWYER SPENCER, A.M.
(Harvard University)
English

JOHN MOORE TROUT, JR., A.B., ED.M.
(Princeton University) (Harvard University)
French and German

HAROLD CLAYTON WILCOX, S.B., S.M.
(Rhode Island State College) (Brown University)
Physics and Chemistry

WILLIAM GREENE WILKINSON, A.B.,
(University of Kentucky) (McGill University) (École Montcel)
French and Spanish

COACHING STAFF

Track	WENTWORTH JOHNSON MARLING
Basketball	WILLIAM GREENE WILKINSON
Swimming	RAYMOND ENGLISH MILLARD
Baseball }	ERNEST MERRILL MOORE
Football }	
Tennis	JOHN MOORE TROUT, JR.
Junior School Athletics	PERCY EDWARD JONES

JOHAN GUSTAVE LARSSON, M.D., School Physician

EMILY RAMSAY, *Executive Secretary*

ISABELLE MORRIS, *Secretary to the Headmaster*

GRACE MACKINNON, *Recorder*

MYRA WHITE, *Librarian*

CALENDAR

School Year 1935-36

School Year Begins	SEPTEMBER 18
Fall Term Examinations	DECEMBER 16-20
Close of Fall Term	DECEMBER 20
Winter Term Opens	JANUARY 6
Winter Term Examinations	MARCH 23-27
Close of Winter Term	MARCH 27
Spring Term Opens	APRIL 6
Final Examinations	MAY 29-JUNE 4
Commencement	JUNE 5
Special Program for College Board Examination Students	JUNE 8-12
College Entrance Board Examinations	JUNE 15-20
Summer Session (1935)	JULY 8-AUGUST 30
Summer Session (1936)	JULY 6-AUGUST 28

HOLIDAYS

Columbus Day, Armistice Day, Thanksgiving Day, Washington's Birthday, Patriots' Day, Memorial Day.

GENERAL INFORMATION

INTRODUCTION

THE HUNTINGTON SCHOOL was established in September, 1909. The first class was graduated in 1910.

From the outset, emphasis has been placed upon the development of those qualities and habits which it is necessary for boys to possess if they are to succeed in meeting college entrance requirements and to succeed in college after gaining admission.

The School offers both a College Preparatory and General Course. Most boys who graduate from the General Course enter Colleges of Business Administration.

With the passing of the years fathers and mothers have made it very apparent that in Greater Boston there is need for a first-class private day school such as Huntington which presents a strong college entrance program, in an environment where Christian character is emphasized, and which, at the same time, allows their boys to remain under the direct influence of the home.

Huntington boys come from all points in Boston and the surrounding cities and towns, and at times we have students who commute from as far as Worcester, Providence and New Hampshire towns and cities.

Huntington is today the only urban private day school in Boston which presents a complete development program or has the facilities for doing so.

Huntington students have every opportunity to attain a sound and well-developed body, strong character, and independence of thought, through daily association with well-rounded Christian men, in their studies, sports and general school life.

Graduates of Huntington are found in practically all of the New England colleges and in many colleges and universities located outside of this territory.

The School limits its enrollment to a maximum of two hundred boys each year. There is no desire to increase this number. It is sufficiently large for the promotion of school activities which are of interest and value to growing boys. The school is not so large as to make it difficult for the

Headmaster and his associates to keep in touch with each individual.

The School enrolls boys from the eighth grade through the high school. The student body is, therefore, divided into five forms. It is our belief that the best time for a boy to start his preparatory work for college is while he is an eighth grade pupil and that the ideal period necessary for completing a college preparatory program is as we have arranged it, namely, five years. The School enrolls boys, however, in any form for which they are adequately prepared.

Although Huntington is a Day School, a few boarding students are accepted. The School accepts no responsibility for such students in respect to activities outside of school hours. The School will co-operate to the fullest extent, however, in arranging for satisfactory living quarters for those who come from a distance.

THE COMPLETE DEVELOPMENT PROGRAM AT HUNTINGTON
THE SCHOOL believes in the complete development of the individual and many opportunities are given a boy to discover and develop latent qualities.

For this reason, in addition to the regular program of studies there has been developed an extra-curricular program offering opportunities for supervised play, musical and other club activities. Competent leadership and excellent facilities are available for both the educational and extra-curricular programs.

Scholarship must, in a college preparatory school such as Huntington, occupy first place in its productive efforts but we believe that the boy who goes on to college with an appreciation of values as they should exist in a normal, active and happy life, is in a better position to succeed than one who does not have this appreciation.

LOCATION

THE SCHOOL is located in the Boston Y. M. C. A. building at 320 Huntington Avenue (nearly opposite the Boston Opera House) in the educational and cultural center of Boston. It is within easy reach of all points in Greater Boston. The running time by surface cars from Back Bay

Station is five minutes, and the cars from both the North and South Stations (by way of Park Street) reach the School in twenty-five minutes. The School is within easy walking distance of the Huntington Avenue, Trinity Place and Back Bay railroad stations. For those who use surface cars only, the School is fifteen minutes from Park Street in the Subway and a few minutes from Massachusetts Station in the Boylston Street Tunnel. The School is accessible by trolley and automobile from all suburban sections. There are parking facilities.

BUILDINGS

THE SCHOOL is housed in a building especially equipped for educational work and for successfully carrying on the complete program which it sponsors.

RECITATION BUILDING The recitation rooms, the physics and chemistry laboratories, and the drawing rooms are on the second, third, and fourth floors.

NATATORIUM The swimming pool, seventy-five feet long by twenty-five feet wide, is supplied with filtered water heated to a proper temperature by an elaborate system of pipes. It is one of the finest in New England. The School has special hours reserved in the pool for its general swimming work.

GYMNASIUM In the rear of the main building, and closely connected with it, is the Samuel Johnson Memorial Gymnasium, the largest indoor gymnasium in Boston. On the main floor is the gymnasium proper, equipped with the best of apparatus. The running track which encircles it fifteen feet above the floor level is twelve laps to the mile. A visitors' gallery on the same level seats 500. A special locker room, shower baths and special exercising rooms are on the floor beneath the gymnasium proper. The Huntington School has the use of the entire gymnasium area and equipment at definite scheduled periods.

EQUIPMENT

CLASSROOMS	The classrooms are of standard size. They are equipped with tablet arm chairs or school desks.
LABORATORIES	The School has well equipped laboratories for physics and chemistry for conducting its science courses.
LIBRARY	The School has excellent facilities for study in the library.
DRAWING ROOM	There is a well lighted and properly equipped mechanical drawing room.

PLAYGROUNDS

THE HUNTINGTON SCHOOL has an athletic field of approximately five acres in the Longwood section of Brookline, on Kent Street, one and one-half miles from the school building. Transportation is furnished free of charge to and from the field. Here are ample and excellent facilities for all out-of-door sports. A completely equipped field house furnishes adequate facilities for both home and visiting teams. Altogether the School has one of the best athletic fields in Greater Boston. In addition to these grounds there are available at the school building four well constructed tennis courts, jumping pits, and other facilities for games and sports.

MORNING ASSEMBLY

THREE TIMES each week all students assemble in Bates Hall for the purpose of taking part in a brief devotional program. At this time matters of general interest in the school life are presented to the students.

The School is non-sectarian but thoroughly Christian in the conduct of all its religious activities. Occasionally at this

time educational talks of value are presented, and special programs are given by the boys, such as rallies, concerts, short plays, and speaking programs in observance of the holidays.

LUNCH ROOM

A LARGE LUNCH ROOM is provided in the building. A satisfactory lunch may be had at a moderate cost.

JUNIOR AND SENIOR SCHOOLS

THE STUDENT body in the School is divided into two principal groups, namely, the Junior and Senior Schools. There are five forms in all.

The Junior School group is divided into two forms (corresponding to the eighth grade and first year high school); the Senior School consists of three forms corresponding to the last three years previous to college entrance.

Subjects are taught with a view to the student's *progressive development* and it is desirable for him to take, if possible, the entire course offered. The number of students accepted in the special courses and in the class to be graduated is necessarily limited.

DECISION ON TYPE OF COLLEGE COURSE IMPORTANT

PARENTS AND STUDENTS should understand that admission to an A.B. degree course in college generally requires that entrance units in Latin be submitted; entrance to a B.S. degree course does not require Latin but units in this subject may be submitted.

Decision as to a college is all-important. We believe that a great deal of thought should be devoted to the question, "What College is Best for the Boy?" The Headmaster is anxious to do what he can to help in college selection and welcomes appointments with either parents or boys for the purpose of discussing this subject.

ADMISSION REQUIREMENTS

PARENTS OR GUARDIANS who wish to enter their boys in the School should fill in the Application Blank, which may be found at the back of the catalog, and return it to the Headmaster.

The School requires testimonials of good moral character of all students.

It is expected that no boy will apply for admission whose conduct in other schools has brought him discredit.

Early registration results in advantage to the student as special attention to his particular needs is made possible. A personal interview with the Headmaster of the School is required.

A registration fee of five dollars must accompany the application. This fee is in addition to the regular tuition charge and when once paid it will not be refunded.

Boys are accepted for admission to all grades from the eighth through high school.

ENTRANCE EXAMINATIONS

THE SCHOOL reserves the right to give entrance examinations if such a procedure seems advisable. These examinations may be oral or written; they may be in the form of psychological examinations or aptitude tests.

The policy of the School is a liberal one as far as entrance requirements are concerned. Most Huntington students are admitted because of satisfactory previous records, without examination.

CLASSIFICATION

IN THE UPPER Forms a boy is classified according to the units he has earned for college entrance.

Boys are accepted for the First Form (eighth grade) on the basis of previous records and, if necessary, of entrance examination results.

GRADUATION REQUIREMENTS AND CURRICULA

STUDENTS in the Huntington School are obliged to meet certain requirements in regard to length of time in attendance, scholastic standing, and course of study, before a diploma can be awarded.

Diplomas are granted from two courses, namely, College Preparatory and General:

COLLEGE PREPARATORY DIPLOMA

FIFTEEN UNITS acceptable for college entrance are required for graduation. No student will be graduated with the College Preparatory diploma unless he can produce evidence of having received either in the Huntington School, or some other accredited school, B grades or better in at least eight units of work, or of having passed eight units of work in approved college entrance examinations. At least eight units of required work must be completed at Huntington, four of which must be of B grade or better. This applies to all students regardless of the number of years in attendance. In the remaining seven of the fifteen units required for graduation no grades less than C are acceptable. A unit is given for each subject taken five periods a week throughout the school year or the equivalent thereof, except that four years of English are counted as three units. A student must be in attendance for at least one year to receive the College Preparatory diploma.

EXPLANATORY NOTE

Parents and boys should know how it is possible to earn a Huntington School diploma in one year and the position in which a boy must be at the beginning of the year in order to accomplish this.

It is obvious that at least four years of work in one or more high or preparatory schools are necessary for securing an accredited diploma. Many boys who earn such in the Huntington School are already high school graduates. Eight units of work can be completed in a regular schedule in one year. Such a schedule might well be: English IV (3 units); Modern Language (2 units); Algebra II (2 units); and U. S. History (1 unit).

A boy should know that while completion of such a subject as French III with a B grade entitles him to three (3) units towards graduation from the Huntington School, it by no means insures certification to college in three (3) units. This is a matter which must be decided by the Director of Admissions of the college. If there is doubt, the College Entrance Board examinations should be taken.

GENERAL COURSE DIPLOMA

FIFTEEN UNITS are required for graduation in the General Course. At least eight of these required units must be com-

pleted at Huntington. A unit is given for each subject taken five periods a week throughout the school year or the equivalent thereof, except that four years of English are counted as three units.

All subjects must be passed with a grade of C or better.

Graduates from our General Course most frequently enter Business Administration colleges and arrange their schedules on that basis. Students receiving the General Course Diploma must generally be in attendance for at least two years.

COLLEGE ENTRANCE UNITS

FIFTEEN UNITS are required by most colleges for entrance. Each year the Huntington School sends to college several students who do not graduate but who come to us for the purpose of earning sufficient units, in addition to those previously earned elsewhere, so that they can be accepted by the college of their choice.

Since promotion at Huntington is entirely by subjects, the School is in an excellent position to serve those who do not need a full program of study or who do not necessarily need to meet our graduation requirements in order to enter college.

COLLEGE PREPARATORY COURSE

<i>Required:</i>	<i>Units</i>
College Preparatory English (4 years)	3
Algebra	2
Plane Geometry	1
French, German, or Spanish	2
Physics or Chemistry	1
United States, Ancient, or European History	1
	<hr/>
	10

<i>Electives:</i>	<i>Units</i>
Latin	2, 3 or 4
French, German, or Spanish	2 or 3
Physics or Chemistry	1
United States, Ancient, or European History	1
Solid Geometry	$\frac{1}{2}$
Trigonometry	$\frac{1}{2}$
Mechanical Drawing	$\frac{1}{2}$ or 1

In addition, other electives may be permitted by special consent provided they are accepted by the college to which the student seeks entrance.

Language and Mathematics requirements vary somewhat for entrance to the different colleges. This is especially true of the Latin and Modern Language requirements. Some colleges require three entrance units in either French or German. Some technical colleges require Solid Geometry or Trigonometry or both for entrance. It is the student's responsibility to meet the requirements of the college he elects to enter.

Some colleges accept a limited number of credits in commercial subjects.

GENERAL COURSE

THE GENERAL COURSE prepares one to occupy a position in business life and also, if the right selection of subjects is made, to enter Colleges of Business Administration such as those of Boston University, Duke University, and Northeastern University.

A wide selection of subjects is possible, but choice of many college preparatory subjects should be made.

<i>Required:</i>	<i>Units</i>
College Preparatory English (4 years)	3
United States, Ancient, or European History	1
Physics, Chemistry, or Biology	1
Algebra I	1
	<hr/>
	6

Electives:

The remaining 9 units may be selected from the following:

	Units
United States, Ancient, or European History.....	1
French, German, or Spanish.....	2
Physics or Chemistry.....	1
Plane Geometry.....	1
Bookkeeping.....	1
Mechanical Drawing.....	$\frac{1}{2}$ or 1
General Science.....	$\frac{1}{2}$ or 1
Commercial Arithmetic.....	$\frac{1}{2}$
Commercial Law.....	$\frac{1}{2}$
Economics.....	$\frac{1}{2}$
Commerce and Industry.....	$\frac{1}{2}$
Civics.....	$\frac{1}{2}$

or from any college preparatory subjects offered by the School.

SPECIAL ONE-YEAR COURSE FOR HIGH SCHOOL GRADUATES

MANY boys need an additional year of preparation before going to college; some need to strengthen their foundation before attempting college work; some need additional units of certificate grade; and some need intensive preparation for the College Board examinations (either Plan A or Plan B). This course has been a very popular one at Huntington and much has been done for boys enrolled in it.

PREPARATION FOR COLLEGE

IN THE HUNTINGTON SCHOOL a boy can be prepared for entrance to any college. The teaching staff is experienced in this field and all courses are arranged with college entrance always in view.

There are three principal methods by which a boy may meet the college entrance requirements. These are: (1) By certificate; (2) By examination; and (3) By a combination of certificate and examination.

Such colleges as Harvard, Yale, Princeton, and the Massachusetts Institute of Technology as a rule require that either the College Entrance Board examinations shall be passed or the examinations set by the colleges themselves. In the case of Harvard, the College Board examinations must be passed.

These examinations are arranged as New and Old Plan. Any boy interested in entering any one of the above colleges should consult the various college catalogs for detailed information or consult the Headmaster.

Certification for entrance to colleges belonging to the New England College Certificate Board requires that B grades shall be earned. Huntington has special certification arrangements with many colleges that do not belong to the Board.

SPECIAL COURSES

IN HUNTINGTON there are especially arranged courses for preparing boys for entrance to certain colleges.

For example, there is a two-year course in which a boy may be prepared to meet the requirements for entrance to the *Massachusetts Institute of Technology* provided certain previous requirements have been met. There is a special folder descriptive of this course which will be sent upon request.

In Huntington a boy will find especially arranged courses for entrance to the Boston University College of Business Administration, the University of Maine, Northeastern University, Worcester Polytechnic Institute and many other colleges.

An educational offering at Huntington that has helped many earn needed credits is the Summer School. Here, full units may be secured for work done. This session is co-educational. Much time has been saved by a program including one or more regular school years and summer sessions. The Headmaster will gladly discuss such a program with those who have an interest in it.

TEACHER QUALIFICATIONS

PREPARATION FOR COLLEGE requires teachers who are not only especially trained but especially adapted for such work. In Huntington no teachers are engaged with less than five years of experience in the college preparatory field and certainly none on the staff are without understanding of the problems that most boys must face and solve if the college entrance situation is to be satisfactorily met. All teachers in Huntington are men who have been selected because of a demonstrated ability to work with boys.

PARENT-TEACHER CO-OPERATION

PREPARATION FOR COLLEGE when best accomplished requires co-operation from all persons involved, namely, the boy, his parents, his teachers, and the college Directors of Admission. At various periods throughout the year, Parent-Teachers Meetings are held. These meetings afford opportunity for the discussion of mutual problems. The Headmaster is always available for interviews with parents.

HUNTINGTON A RECOGNIZED SCHOOL

THE SCHOOL is recognized by the leading colleges. The School is a member of the New England Association of Colleges and Secondary Schools and the Private School Association.

The School has full certification privileges as granted by the New England College Entrance Certificate Board.

At the present time graduates of Huntington are enrolled in the following colleges: Acadia University, Amherst, Bates, Boston College, Boston University, Bowdoin, Brown University, Cambridge University (England), Clark University, Colby, Cornell University, Dartmouth, Duke University, Fordham University, Harvard University, Holy Cross, Lowell Textile Institute, Massachusetts Institute of Technology, Massachusetts Nautical School, Massachusetts State College, North Carolina State, Northeastern University, Norwich University, Penn State College, Syracuse University, Tufts, Union, the Universities of Alabama, Kansas, Maine, Maryland, Michigan, New Hampshire and Vermont, U. S. Coast Guard Academy, Washington and Lee University, Webster, Western Maryland College, and Worcester Polytechnic Institute.

SCHOOL POLICIES

HOURS OF ATTENDANCE

THE SCHOOL is in session five days each week. Attendance on Saturday mornings may be required of students who need supplementary instruction, who are behind in their work, or who are called back for disciplinary reasons.

The daily hours of attendance for boys in the Senior School are from 9.00 A.M. until 2.20 P.M. Recreational and extra-curricular activities are held after 2.20. Junior School boys remain until 3.45 except on Fridays, when they are dismissed at 2.20.

The Junior School Schedule is as follows:

9.00 — 9.15	Assembly
9.15 — 12.15	Recitations
12.15 — 12.45	Lunch
12.45 — 1.30	Recitation
	{ Physical Training, Games, etc., at Huntington Field every day except Friday during fall and spring terms. During winter term this period is used for Play Activities in the Johnson Memorial Gymnasium and the Swimming Pool, and for Club Activities, etc.
1.30 — 3.00	
3.00 — 3.45	Study Period

EXAMINATIONS

EXAMINATIONS are held at the close of each term. Boys who fail in examinations must make up the deficiency within a reasonable time or enter a lower Form in the subjects in which they have failed. Unexcused absence from an examination means failure in the course.

MARKING SYSTEM

THE FOLLOWING is the marking system used by the School:

A	90% to 100%
B	80% to 90%
C	70% to 80%
D	60% to 70% (unsatisfactory)
F	Failure
Inc.	Incomplete

A is a mark of high distinction and is given to a student whose work approaches perfection, or it may be considered as a grade representing approximately the best that may be expected of a student.

B is given for work plainly above the average. Students who are to succeed in the best colleges should be able to attain this grade consistently.

C is given for average work. The standards of the School are such that students obtaining some C grades with a majority of B grades or better may expect to succeed in many colleges and will be recommended for entrance to many institutions not requiring B grades for certification.

D is given for work that lies between passing and absolute failure. It is often given to inform the student that by increased effort, he may place himself in the C group and then be in a position for even greater rewards. D does not count for diploma credit.

F indicates failure and requires repeating the subject.

Inc., meaning Incomplete, is given for work which may be ranked later as a result of make-up work or examinations.

TESTS

THE SCHOOL recognizes the need of having its students become accustomed to frequent testing. Entrance to college often requires ability to pass difficult examinations and successful progress in college is quite likely to depend upon one's ability to meet test situations satisfactorily. The School believes that a student can overcome the fear and nervousness incidental to taking examinations by being frequently tested. Short examinations are given often in all classes.

REPORTS

REPORTS of the boys' work are sent home monthly. Work missed for any logical reason is marked "incomplete" until made up, when the grade obtained in making up the work is substituted. Absence from an examination without a satisfactory excuse means a failing grade (F) in the course.

PROMOTION BY SUBJECTS

PROMOTION BY SUBJECTS rather than by classes is the ideal way to build up a good foundation for success in college. Why, for example, should a boy proceed with French II until he has mastered to a reasonably successful degree, French I?

Promotion by subjects requires a flexible schedule and a larger teaching staff than would be necessary in the usual situation. The Huntington School, realizing its responsibilities as they concern the preparation of boys for entrance to and especially for success in college, offers a schedule which can generally meet any need of those desiring college entrance units.

Graduation from the Huntington School and entrance to the great majority of the colleges requires evidence that fifteen units have been satisfactorily completed. This is a reasonable requirement. No student could expect to succeed in college unless he is capable of meeting it.

REGULATIONS

THE CO-OPERATION of all parents in the enforcement of regulations is requested. Each boy is expected to be punctual in his attendance at every school exercise. Dismissing a student before the close of the school day interferes seriously with the school routine and with the student's advancement. Only in case of unusual urgency should such requests be made. Outside appointments should be made at a time when they do not interfere with the school work.

When a boy is entered in the School it is understood that his attendance is controlled by the School. Absence from school except for sickness will result in inconvenience to the student.

The School does not seek to enroll students who require severe restrictions. The right is reserved by the School to dismiss any boy whose conduct, influence, industry, or progress is unsatisfactory in the judgment of the Headmaster.

DETENTION

THE SCHOOL reserves the right to detain students after the regular hours, or on Saturday, to make up back work, or for disciplinary reasons.

HONORS AND AWARDS

SCHOLARSHIP HONORS

THREE GRADES of honors for scholarship are conferred at the end of each grading period: "Highest Honors" upon all boys who have maintained a rank of A in all courses; "Honors" upon all boys who have not received a rank lower than B in all courses; "Honorable Mention" upon all boys who have received an average of B in all courses.

SCHOLARSHIP AWARDS

SCHOLARSHIP MEDALS are awarded at Commencement to the student in each Form in the School who maintains the highest rank during the year.

THE ALBERT WALTER SWENSON MEMORIAL MEDAL

ESTABLISHED in 1929 by Mrs. Swenson in memory of her husband. Mr. Swenson for nine years served the School faithfully as Head of the Modern Language Department and for two and a half years as Associate Headmaster. Awarded for excellence in French III to that student who has attended the School for at least one year.

THE CLASS OF 1928 MEDAL

ESTABLISHED in 1928 by the graduating class of that year. Awarded at Commencement to the member of the Senior Class who excels in English.

THE RICHARD JOHN CARROLL MEMORIAL MEDAL

ESTABLISHED in 1928 by the parents of Richard John Carroll, a graduate of the School in 1927 and president of his class. Awarded at Commencement to the student in the Junior Class who excels in English Composition.

THE ARTHUR STANTON CARLETON MEMORIAL MEDAL

ESTABLISHED by the parents of Arthur Stanton Carleton in 1930, the year in which Arthur would have graduated from the Huntington School had he lived. Awarded each year to the member of the Junior School whose play, spirit, and character have best maintained the traditions of the School.

THE ALBERT WALTER SWENSON PUBLIC SPEAKING MEDAL

ESTABLISHED in 1929 by friends of Mr. Swenson from the student body and alumni of the School. Awarded to the winner of the Public Speaking Contest.

CUM LAUDE SOCIETY

THE HUNTINGTON CHAPTER of the Cum Laude Society was established in 1928. This is a national honorary society which in preparatory schools corresponds to the Phi Beta Kappa Society in colleges. Each chapter may elect to membership teachers of the school who are members of the Phi Beta Kappa Society, or any similar honorary society approved by the Board of Regents.

Each chapter may elect as members those students of the highest class in any academic course who have had an honor record up to the time of election and stand in the first fifth of

the class, choosing the whole number at the end of the school year, or not more than a tenth of the class at any time during the year and the remainder at the end.

EXTRA-CURRICULAR ACTIVITIES

THE SCHOOL sponsors several extra-curricular activities. These vary somewhat from year to year, depending upon the desires of the student body. Generally, we have a Public Speaking Group, a Literary Club, a Chess Club, a Current Events Club, a French Club, and a Science Club. One of the principal social events of the year is the Father and Son Banquet, at which certain groups of students provide the entertainment. In anticipation of this event, a Glee Club and Orchestra are organized. The School publishes a paper called *The Huntington Record*, and a considerable number of boys are on the staff of this publication.

PHYSICAL EDUCATION

PHYSICAL EDUCATION may be defined as the process of developing the body in the right way. The policy of physical training in the Huntington School is a broad one. We are not concerned exclusively with bodily development but rather with general development. Accordingly we believe that the by-products of games and sports are of great importance. To secure the greatest benefits from a program of physical training the various squads must be under the direction of men who because of what they are and because of their leadership provide valuable character training. It is a policy of the School to employ as coaches and directors of the varied program, men who are engaged in the regular classroom instruction of the boys in the School. The whole school program is thereby unified and the ideals of the classroom are carried to the play field.

All students, unless excused as a result of a certificate from the family physician are expected to participate in some form of physical activity during the winter term. A gymnasium class meeting regularly each week is available for those not wishing to enter a definite sport.

A study which we have made seems to indicate that boys who refuse to become interested in any form of physical exercise seldom become successful students.

Play is just as much an essential part of any school program as study provided it is properly supervised. A well-balanced program of physical education invariably does much to increase efficiency in the classroom.

SPORTS

MANY DIFFERENT SPORTS are offered each season, such as, during the fall term, football, track, tennis; during the winter term, track, basketball, and swimming; and during the spring term, baseball, track, and tennis. Each sport is directed by a coach who is experienced in directing athletics.

GYMNASIUM UNIFORMS

IT HAS BEEN FOUND advisable to have a uniform suit for gymnasium classes. New pupils, therefore, are requested not to get gymnasium suits before entering. Orders are taken in the Physical Department shortly after the opening of the School in the fall.

MAROON AND BLACK MEET

AT THE CLOSE of the fall term the student body is divided into two groups, the Maroons and Blacks (the School colors). A very interesting track and swimming meet is held in which both Junior and Senior representatives from each group compete.

SOCIAL EVENTS

THE SCHOOL sponsors and supervises a well defined program of social events, namely, the Junior Promenade, the Senior Dance, the Father and Son Banquet, and the Commencement Dance.

OUTLINE OF COURSES

TEXTBOOKS AND COURSE CONTENT

ALL TEXTBOOKS are carefully selected; they are standard and meet the college entrance requirements. The various course contents meet in full the requirements as set by the leading colleges and universities and as outlined by the College Entrance Examination Board.

The School has a system of review previous to the College Board examinations which has proved most effective in preparing boys for these important tests.

JUNIOR SCHOOL

STUDENTS will select, each year, with the advice of the Headmaster, twenty hours of work. Only the student of exceptional ability will be permitted to take more than a normal schedule of hours.

FORM I (EIGHTH GRADE)

ENGLISH

Fundamentals of Grammar. Oral and written composition correlated with the other school work and based upon school experiences of the pupil. Special emphasis upon the development of the sentence sense. Directed reading from a wide range of modern as well as classical writers. Preliminary diagnostic tests with individual work based upon the results of the tests.

MATHEMATICS

A comprehensive review of Arithmetic. Emphasis upon rapid and accurate computation and analysis of problems and formulae and their applications. A thorough preparation for more advanced Mathematics.

SOCIAL STUDIES The social studies are so correlated as to contribute towards the understanding and the intelligent solution of contemporary social and industrial problems. Their limits as well defined fields of knowledge are recognized, but through the problem and the topic method subject matter boundaries are frequently ignored. The content material of the essentials of Geography and Elementary General History are covered as a correlated program of social studies.

SCIENCE The chief topics are "The use of machines and electricity in every day life," "The earth and its relation to the other astronomical bodies," "The earth's crust," and "Life on the earth". A considerable amount of time is spent in the laboratory working out simple experiments.

**MECHANICAL
DRAWING** The elementary course in Mechanical Drawing includes attention to geometrical construction, lettering and the drawing of simple objects.

FORM II (FOURTH YEAR FROM COLLEGE)

ENGLISH Drill in grammar, punctuation, and spelling. Study of the sentence. Study of elementary composition. Special attention to the development of good taste in reading. Class study of *Ivanhoe*, *Ancient Mariner*, selected lyric poems and short stories. Individual reading of at least four books selected from the College Board List.

MATHEMATICS	The fundamental operations are thoroughly covered and in addition, stress is laid on a sound preparation for the college preparatory courses in Algebra.
FRENCH	A study of grammar; reading of easy French, composition and conversation.
LATIN	In the Latin I course an effort is made to master such vocabulary, inflections and syntax as seems necessary as a foundation for college preparatory work in the subject. Much time is devoted to reading and writing simple prose and in establishing the proper relation between Latin and English words. Boys who have a competent knowledge of English grammar attain the best success in this Latin course.
SPANISH	A beginner's course which, although designed primarily for the student who will continue through a second year, will give a practical foundation of grammar enabling one to continue the language for his own pleasure. Pronunciation, dictation, reading of simple prose, oral practice.
ANCIENT HISTORY	Brief view of the Eastern nations, with emphasis on their civilization. History of Greece to the disintegration of Alexander's empire, with special attention to political, intellectual and artistic development. History of Rome to death of Charlemagne, emphasizing political growth, development of the Roman legal system, and the growth of the Christian church.
MECHANICAL DRAWING	Lettering, geometrical problems, orthographic projection, intersections and developments.

SENIOR SCHOOL

FORM III (THIRD YEAR FROM COLLEGE)

ENGLISH	Continuation of the work of Form II in grammar, punctuation, and spelling. Study of the paragraph. Composition and memory work. Class study of Silas Marner, Deserted Village, Gray's Elegy, Franklin's Autobiography, Sorhab and Rustum, Prisoner of Chillon, Merchant of Venice, Tale of Two Cities. Individual reading of at least four books from the College Board List.
MATHEMATICS	The five books of Plane Geometry according to accepted standards. Emphasis on original proofs and practical applications. The course covers the College Board requirements.
LATIN	Careful translation of four books of Caesar's Gallic War or an equal amount from approved authors, sight reading from Caesar, Nepos, Tacitus, or Pliny. Systematic study of grammar and Latin composition. Prepares for Cp. 2 (Two-Year) Latin College Board Examination.
FRENCH	Continuation of the formal study of grammar and irregular verbs. Composition and translation of increasing difficulty. Conversational French. Preparation for Elementary French examination of the College Board.
SPANISH	A thorough review of first year Spanish with more advanced work in grammar and composition. Much and varied reading places emphasis on comprehension. This course prepares for the Elementary Spanish examination of the College Board.

ANCIENT
HISTORY

Brief view of the Eastern nations, with emphasis on their civilization. History of Greece to the disintegration of Alexander's empire, with special attention to political, intellectual and artistic development. History of Rome to death of Charlemagne, emphasizing political growth, development of the Roman legal system, and the growth of the Christian church.

FORM IV (SECOND YEAR FROM COLLEGE)

ENGLISH

Continued study of rhetoric and composition. Précis Writing. Individual reading of at least six books from the College Board List. Class study of Modern Essays, Idylls of the King, Selected Poems, Browning, Emerson's Compensation, Julius Caesar, and House of Seven Gables.

MATHEMATICS

Review of Elementary Algebra with more difficult problems. Simultaneous quadratic equations with applications, variables, progressions, the binomial theorem, logarithms and the Trigonometry requirements of the College Entrance Examination Board. This course prepares for the Elementary Algebra (Math. A) examination and is valued at two units for college entrance.

LATIN

Study of Cicero's Citizenship of Archias, Manilian Law, and the four orations against Catiline. Sight reading of selections from other works of Cicero. Study in comprehension of passages selected from other authors. Continued study of composition and grammar. Prepares for Cp. 3 (Three-Year) Latin examination.

FRENCH Continued study of grammar and composition. Review of irregular verbs. Extensive reading from French classics. Dictation exercises and the writing of original abstracts. Special work for College Board examinations.

GERMAN A beginner's course. Drill in pronunciation and the rudiments of grammar. Exercises to fix in mind the forms and to cultivate readiness in translation. Reading of easy German.

SPANISH Spanish courses offered in Form II and in Form III are open to students of this Form.

EUROPEAN HISTORY College Preparatory course in European History from the beginning of the 17th century to the present time, noting especially leading characters with their influence upon their times, and the development of democratic, economic, and political problems, and map study.

SCIENCE A standard college preparatory course in Chemistry. Lectures, recitations, laboratory experiments and problems with reference to practical applications of Chemistry in everyday science and industry.

FORM V (SENIOR CLASS)

ENGLISH Oral and written composition. A detailed study, throughout the year, of three literary types. The thoughtful reading of specimens of modern literature and of classics from the College Board List. An attempt is made toward an appreciation of excellence in literature, and in composition toward attaining some of the fundamental qualities of good style.

MATHEMATICS	<p><i>Solid Geometry.</i> The standard content of the four books of Solid Geometry.</p> <p><i>Plane Trigonometry.</i> The college entrance requirements in the subject are covered.</p> <p><i>Review Mathematics.</i> This is a review course in Algebra and Plane Geometry for those contemplating taking the College Board examinations or for those seeking certification in these subjects.</p>
LATIN	Careful reading of the required amount from the works of Virgil and Ovid. Critical study of the prescribed reading. Sight reading and appreciation of style. Study in comprehension of passages selected from other authors. Continued study of grammar and historical background. Prepares for Cp. 4 (Four-Year) Latin College Board examination.
FRENCH	Continued study of grammar and composition. Review of irregular verbs. Extensive reading from French classics. Dictation exercises and the writing of original abstracts. Special work for College Board examinations.
SPANISH	Spanish courses offered in Forms II and III are open to students in this Form.
GERMAN	Continued drill in grammar and syntax. Exercises in writing German from texts and dictation. Reading of Modern German prose. Preparation for the Elementary German examination of the College Board. Composition work.
UNITED STATES HISTORY	College Preparatory course giving particular reference to leading personalities, economic, democratic, political and social development, and map study.

SCIENCE	The standard college preparatory course in Physics, dealing with the phenomena of mechanics, heat, electricity, sound, and light. Lectures, recitations and sufficient laboratory experiments to meet the college entrance requirements. Mathematical problems and discussion of practical applications.
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COMMERCIAL SUBJECTS

ECONOMICS	A study of the principles outlining modern business and industrial conditions. Present day problems including transportation, taxation, and public finance.
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COMMERCIAL LAW	The principles of business law, including contracts, sales, negotiable instruments, agency, partnerships and corporations.
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BOOKKEEPING	The elementary principles of double-entry Bookkeeping, short exercises in recording business transactions, in taking trial balances and closing the books; carefully prepared sets which illustrate modern Book-keeping practices.
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BUSINESS ARITHMETIC	Problems in Arithmetic sufficient to meet the needs of the student in elementary Bookkeeping; especial attention paid to percentage, interest, bank discount, and commission. Rapid calculation.
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COMMERCE AND INDUSTRY	A study of the industries and natural resources of the United States, and the other leading countries of the World. Oral and written reports on present day commercial conditions as reflected in the current magazines and daily press.
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SPELLING
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FINANCIAL

REGULAR STUDENTS

The tuition for all regular students is \$400, payable as follows:

On or before the opening of school . . .	\$175.
November 1	\$ 75.
February 1	\$ 75.
April 1	\$ 75.
	<hr/>
Total	\$400.

SPECIAL STUDENTS

Because of the flexible schedule in the Huntington School those who so desire may generally enroll in separate subjects. Students so enrolled, provided not more than three subjects are pursued, are classified as special students. Rates charged are on the basis of the schedule taken.

REGISTRATION FEE

A registration fee of \$5 is due from all new students when a place is reserved. When once paid, it will not be refunded. When an applicant enrolls in the School, it is understood, unless otherwise specified, that he enrolls for the entire year.

CHEMISTRY PHYSICS

A laboratory fee of \$10 is charged all students taking either Chemistry or Physics.

MECHANICAL DRAWING

A fee of \$5 is charged all students taking Mechanical Drawing.

BOOKS AND SUPPLIES

All students buy their own books and supplies. This material can be purchased from the bookstore located in the building.

GRADUATION	<p>All students graduated from the School are charged a graduation fee of \$10, which covers the cost of diploma and expenses incidental to graduation.</p> <p>All financial obligations to the School must be met before a diploma can be awarded or credit given for work completed in the School.</p>
CHARGES FOR MEDICAL ATTENTION	<p>The School will not assume responsibilities for injuries received or for expense incurred because of necessary medical attention for injuries received in connection with athletics.</p>
STUDENTS' TICKETS	<p>Students who live in suburban towns can secure railroad tickets at greatly reduced rates by applying at the office of the railroad. Students of the School are permitted to ride on the Boston Elevated on payment of one-half fare.</p>

TUITION GRANTS

THE TRUSTEES OF THE SCHOOL set aside each year the sum of \$7,500 to be used to help boys of good character and ability who need financial assistance. This fund is administered by a Committee, the members of which carefully review all applications for aid and make the various awards.

Applicants are considered solely upon the basis of merit and need and in the order in which the applications are received. In all cases candidates for grants must interview the Headmaster of the School. Arrangements for interviews can be made through the Secretary of the School.

Those who desire tuition grants are advised to apply early as the number of applications invariably exceeds those to whom aid can be granted.

REFUNDS

THE SCHOOL assumes the obligation of carrying the student throughout the year.

Instruction and accommodations are provided on a yearly basis; therefore no refunds are granted except in cases where students are compelled to withdraw on account of personal illness.

REFERENCES

APPLICANTS for admission to the Huntington School must furnish the names of two persons, not relatives, who are able to vouch for the character and ability of the student and the financial responsibility of the parent.

The School is always pleased to refer those who inquire to parents, alumni, or educators, who are thoroughly familiar with the work of the School. Names and addresses will be furnished upon request.

Most of our students come to us through the recommendation of former students and their parents and of college deans.

HUNTINGTON SUMMER SCHOOL

EACH year, the School conducts a Summer Session beginning about the first of July and ending about the first of September.

The Huntington Summer School was established in 1912 and since that time has prepared a large number of students for entrance to the New England colleges and others outside this area.

The aim of the School is to provide tutoring and class instruction for those who are conditioned in grammar school, high school or college entrance subjects; for those who wish to complete a four-year high school course in three years; and for those who wish to make special preparation for entrance examinations to New England colleges.

The program of work includes all the courses accepted for admission by colleges, together with work usually given in the seventh and eighth grades.

The teaching force is made up of the men of the regular school faculty.

The Summer Session is co-educational.

The classes are small. The program of work is so arranged that a year's work in any course, as ordinarily counted by high schools, is completed during the Summer Session. Students who elect work which they have not before attempted usually pursue only one or two courses. Those who are reviewing are limited only to the amount of work that they can do well.

CHARGES

The rate of tuition in the Summer School is as follows:

One subject.....	\$50.
Two Subjects.....	\$90.
Three subjects.....	\$120.

TUITION is not refunded because of withdrawal or change of schedule. The laboratory fee for Chemistry is \$10 to cover breakage and materials. Students enrolled in the Physics course are required to pay a laboratory fee of \$5.

Each student pays a registration fee of \$5 in addition to the above charges. Fees are not refunded in case of withdrawal. All fees are in addition to the regular tuition charge.

The charge for individual tutoring is \$2.50 an hour.

Three-fifths of the tuition is due upon entrance, plus the registration fee. The balance, including laboratory fees, is due on August first.

A special circular of this School will be forwarded upon request.

HUNTINGTON ALUMNI

HUNTINGTON, at the close of the twenty-fifth year of her existence, has an alumni group numbering over eight hundred. Most of these young men have graduated from college or are still in college; the remainder having gone directly into business.

The School is proud of her alumni, not only for the satisfactory records which they are making as individuals but for the support which they are giving to the School.

A large percentage of our students come to us through alumni recommendation.

There is an active alumni association. Each year an alumni banquet is held. The present officers are:

STUART J. FAY (1931), *President*

C. MALCOLM STRATTON (1929), *Vice-President*

PAUL F. LARCOM (1934), *Secretary*

GILBERT C. ADAMS (1930), *Treasurer*

THE ALUMNI FUND

EVERY SCHOOL needs alumni support, both financial and otherwise. Each year many of those who have attended the School contribute to the "alumni fund". At the present time any money available from this fund is used for scholarships for capable and deserving boys who need financial assistance. Those who are directing the School will greatly appreciate any contribution that alumni and friends of the School care to make. Contributions may be sent to the treasurer of the Alumni Association and addressed to the school office.

GEOGRAPHICAL DISTRIBUTION OF STUDENTS

DURING THE YEAR 1934-35, students were enrolled in the Huntington School from the towns and cities listed below:

Allston	Forest Hills	Quincy
Arlington	Foxboro	Roslindale
Auburndale	Greenwood	Roxbury
Balboa, Canal Zone	Hyde Park	Salem
Belmont	Jamaica Plain	Sharon
Beverly	Lexington	Somerville
Boston	Little Compton, R. I.	South Boston
Braintree	Lynnfield	Stoughton
Brockton	Malden	Waban
Brookline	Mattapan	Walpole
Brooklyn, N. Y.	Medford	Waltham
Cambridge	Methuen	Watertown
Chelsea	Milton	Wellesley
Danvers	Natick	West Roxbury
Dedham	Needham	Whitman
Dorchester	New Bedford	Winchester
East Boston	Newton	Winthrop
Everett	Norwood	Wollaston

COLLEGES WHICH HUNTINGTON GRADUATES HAVE ENTERED

HUNTINGTON sends approximately sixty boys to college each year. During the past five years, graduates of the School have entered the following institutions of learning:

Acadia University	N. E. Conservatory of Music
Allegheny College	Northeastern University
Amherst College	North Carolina State College
Bates College	Norwich University
Bliss Electrical Institute	Ohio State University
Boston College	Penn. State College
Boston School of Fine Arts	St. John's College
Boston University	Syracuse University
Bowdoin College	Talmudical Academy of N. Y.
Brown University	Temple University
Cambridge University (England)	Tufts College
Clark University	U. S. Coast Guard Academy
Colby College	Union College
College of William and Mary	University of Alabama
Cornell University	University of Iowa
Dartmouth College	University of Kansas
Duke University	University of Maine
Fordham University	University of Maryland
Harvard University	University of Michigan
Holy Cross College	University of New Hampshire
International Y. M. C. A. College	University of Vermont
Lowell Textile Institute	Virginia Military Institute
Mass. Institute of Technology	Washington and Lee University
Mass. Nautical School	Webster College
Mass. School of Optometry	Wesleyan University
Mass. State College	Western Maryland College
Middlebury College	Worcester Polytechnic Institute
Middlesex College of Medicine and Surgery	Yale University

GENERAL SCHOLARSHIP FUND

We feel that it is the duty of every college preparatory school to make some contribution towards the education of worthy boys who have the ability to go to college and who should, as a matter of fact, have a college training. We feel that there are many among the alumni and friends of the School who are glad to help such boys by making contributions to a general scholarship fund. Such contributions should be sent to the school office and checks should be made payable to the Huntington School.

FORM OF BEQUEST

While it is not necessary, it would be appreciated if those contemplating gifts or bequests would confer with the Headmaster of the School regarding the needs of the School before legal papers are drawn.

Funds given to the School should be left in the following manner:

"I give and bequeath to the Huntington School for Boys the sum of.....dollars."

HUNTINGTON SCHOOL FOR BOYS

APPLICATION FOR ADMISSION

Applicant's full name

(First Name)

(Middle Name)

(Last Name)

Home address

Date of birth

Place of birth

Father's name

Father's occupation

Business address

Home telephone

Business tel.

Religious preference

Condition of health

College you wish to enter

When?

School last attended

Address of School

Name and address of two persons not connected with your family, to whom we can refer.

Name

Address

Name

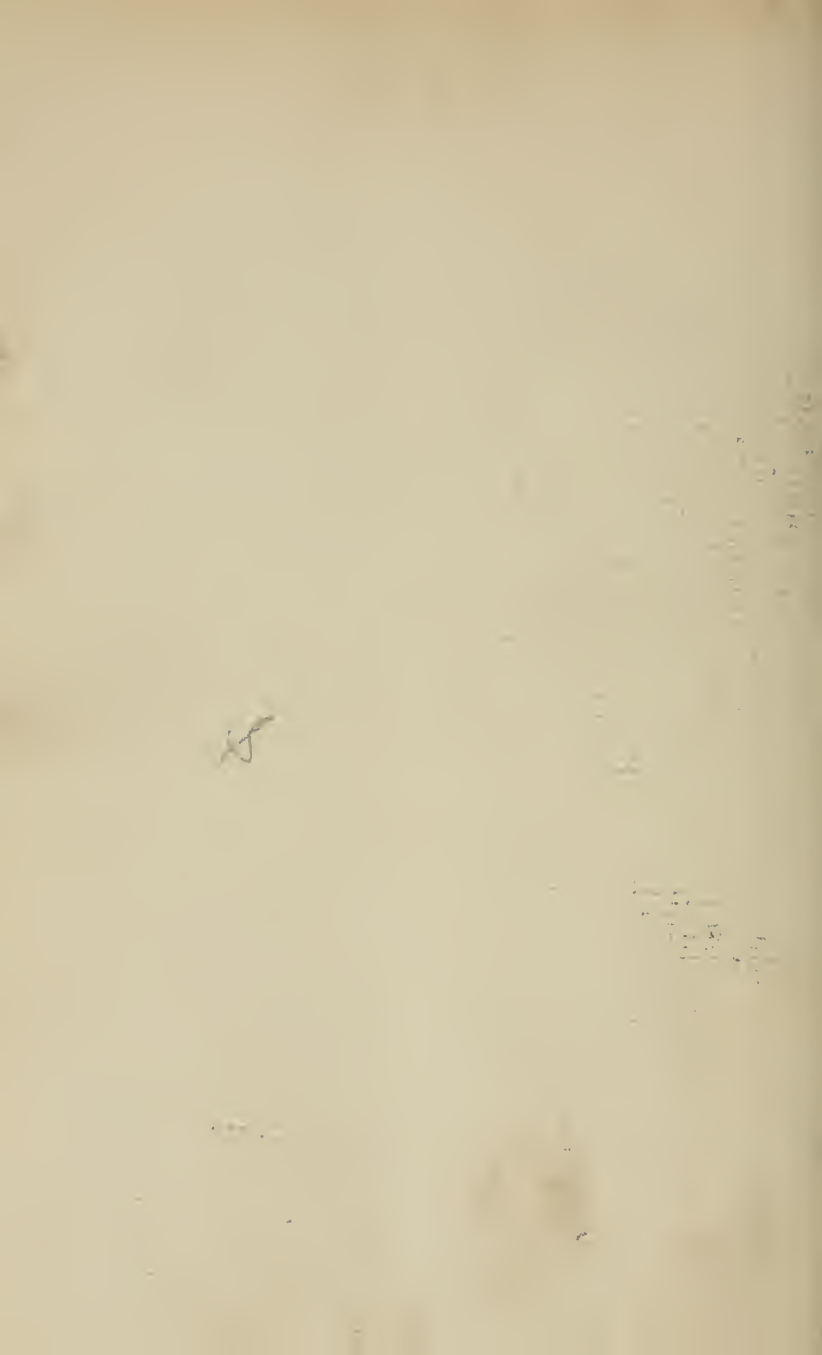
Address

Date

Signed

Parent or Guardian

NOTE: A registration fee of \$5.00 must accompany this application.

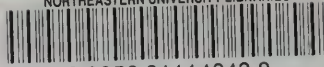


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